

**Danielle Officer**

Interim Assistant Vice President & Dean of Students  
Division of Enrollment Management & Student Affairs

T 212-237-8211

F 646-557-4508

deanofstudents@jjay.cuny.edu

**Student Activities Association**

**Budget Committee / Board of Directors Meeting**

**Wednesday, September 4, 2024 at 1:40PM, L.65.08NB**

**BUDGET COMMITTEE AGENDA (9 members, Quorum: 5)**

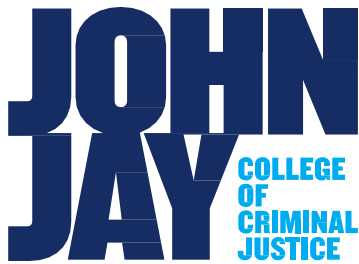
Chairperson      Yarik Munoz, President, Student Council  
Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs  
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration  
Jamella Richmond, Vice President, Student Council  
David Mao, Secretary, Student Council  
In-Deria Barrows, Treasurer, Student Council  
Jeff Mathew, Senior Representative, Student Council  
Namjul Islam, Junior Representative, Student Council  
Elizabeth Yukins, Faculty  
Vacant, Alternate Faculty

- a. Approval of Budget Committee Agenda Items
- b. Approval of Budget Committee minutes from May 13, 2024
- c. SAA FY' 24 Financial Statements
- d. Approval of Budget Committee items
  - 1. Campus Activity Board - \$55,793.00
  - 2. Career Learning Lab - \$13,723.00
  - 3. Center for Student Involvement & Leadership - \$129,428.00
  - 4. John Jay Sentinel - \$16,863.09
  - 5. Student Council - \$298,257.00
  - 6. Student Council Graduate Representatives - \$20,322.00
  - 7. Student Transition Programs (Orientation) - \$122,254.00
  - 8. Quality of Life - \$51,905.00
  - 9. Athletics - \$206,796.73
  - 10. Recreation - \$197,435.01
- e. Conflict of Interest Form
- f. Community Outreach & Women's Center budgets
- g. New Business

## **BOARD OF DIRECTORS AGENDA (13 members, Quorum: 7)**

Chairperson	Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs
SAA Secretary	Danielle Officer, Interim Assistant Vice President and Dean of Students Mark Flower, Vice President & Chief Operation Officer, Finance and Administration Yarik Munoz, President, Student Council Jamella Richmond, Vice President, Student Council In-Deria Barrows, Treasurer, Student Council David Mao, Secretary, Student Council Jeff Mathew, Senior Representative, Student Council Namjul Islam, Junior Representative, Student Council Vacant, Student Alternate Vacant, Student Alternate Elizabeth Yukins, Faculty Member Vacant, Faculty Member Toy-fung Tung, Alternate Faculty Member Vacant Alternate Faculty Member Priscilla Vidal, Independent Member Lisa-Marie Williams, Business Manager (non-voting)

- a. Approval of Board of Director agenda items
- b. Acceptance of the Budget Committee Report from September 4, 2024
- c. Approval for Student Council Faculty/Staff Advisor – Dominique Mendez-Rose
- d. New business



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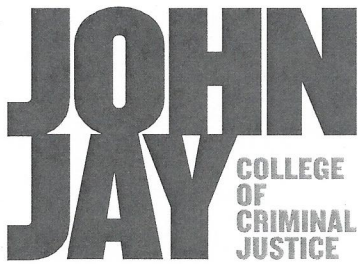
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**Student Activities Association**

**Budget Committee / Board of Directors Meeting**

**Wednesday, September 4, 2024 at 1:40PM, L.65.08NB**

**BUDGET COMMITTEE MINUTES**

**Attendance:** Yarik Munoz, President, Student Council  
Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs  
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration  
Jamella Richmond, Vice President, Student Council  
David Mao, Secretary, Student Council  
In-Deria Barrows, Treasurer, Student Council  
Jeff Mathew, Senior Representative, Student Council  
Najmul Islam, Junior Representative, Student Council - Remote  
Elizabeth Yukins, Faculty

**Guests:** Helen Ceden, Danielle Officer, Lisa-Marie Williams, Cat Alves, Toy-Fung Tung, Ruby Aguirre, Sylvie Bural, Jeffrey Aikens, Makeda Jordan, Elena Lenihan

**Order:** SAA Budget Committee Meeting was called to order at 1:41PM by Yarik Munoz. Quorum was achieved.

**Motion #1:** Motion to approve Budget Committee Agenda Items – Jamella Richmond

**Second:** In-Deria Barrows

**Vote:** Favor [8] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #2:** Motion to approve Minutes from May, 13, 2024 – In-Deria Barrows

**Second:** Jeff Mathew

**Vote:** Favor [8] Opposed [0] Abstained [0]

**Action:** Motion passed

**SAA FY' 24 Financial Statements**

Helen Ceden presented the SAA FY' 24 Financial Statements for the committee. Helen explained that 10 – 15% are required in reserves and \$579,863.00 is available in cash. Adjustments will be made based on how much bad debt we have. The opinion of the audit is to show that we are in good standing. The net position shows how much cash and assets the association owns. This amount dropped from last year which is a good sign that we are spending the student activity fees accordingly and not putting the funds into surplus. Page 14 of the statement shows a breakdown of all of the expenses throughout the year. The association generated over \$3.4 million dollars last year. This number will increase this year as enrollment has gone up



and the activity fee has increased for the FY '25 year.

**Motion #3:** Motion to approve Budget Committee Items as a Slate – In-Deria Barrows

**Second:** Jamella Richmond

**Vote:** Favor [8] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** This is 90% of the budget that was approved back in May 2024. It was clarified that the Recreation budget handles events related to the student body while the Athletics budgets focuses mainly of personnel. The Quality of Life budget focuses on improving the quality of life for all students and is managed by CSIL. CSIL uses these funds by holding events and activities that support student engagement.

**Motion #4:** Motion to approve the Slate – Daniel Matos

**Second:** Jeff Mathew

**Vote:** Favor [8] Opposed [0] Abstained [0]

**Action:** Motion passed

### **Conflict of Interest Form**

Lisa-Marie Williams and Mark Flower clarified what would constitute a conflict of interest regarding this committee.

### **Community Outreach and Women's Center Budgets**

There are currently two earmarks for these two areas. Community Outreach was primarily funded through CUNY, but funding ended after the pandemic. Activities in this area has ramped down and remaining staff were moved to assist in other areas. With declining engagement at the Women's Center, their programming with transition across CSIL and the LGBTQ+ centers. The Immigrant Student Success will be moved into the Women's Center space to keep up with their high student traffic and need for more space.

These funds will be open to proposals from the college similar to the Faculty, Student, and Staff Engagement Program. Proposals can be sent to the SAA Office to be reviewed for approvals to disperse funds. Proposals must be oriented towards activities related to subject matter based around these two offices.

### **New Business**

**Motion #5:** Motion to adopt the FY '24 Financial Statement – In-Deria Barrows

**Second:** Daniel Matos

**Vote:** Favor [8] Opposed [0] Abstained [0]

**Action:** Motion passed

### **Meeting Adjourned 2:31pm**

Approval:

Yarik Munoz, Chair, Budget Committee



## BOARD OF DIRECTORS AGENDA (13 members, Quorum: 7)

Attendance: Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs  
Danielle Officer, Interim Assistant Vice President and Dean of Students  
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration  
Yarik Munoz, President, Student Council  
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Jeff Mathew, Senior Representative, Student Council  
Najmul Islam, Junior Representative, Student Council - Remote  
Elizabeth Yukins, Faculty Member  
Toy-Fung Tung, Alternate Faculty Member - Remote  
Lisa-Marie Williams, Business Manager (non-voting)  
Guests: Helen Ceden, Cat Alves, Ruby Aguirre, Sylvie Bural, Jeffrey Aikens, Makeda Jordan, Elena Lenihan

**Order:** SAA Budget Committee Meeting was called to order at 2:32PM by Daniel Matos. Quorum was achieved.

**Motion #1:** Motion to approve add the FY' 24 Financial Statement approval to the agenda – Jeff Mathew

**Second:** Elizabeth Yukins

**Vote:** Favor [9] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #2:** Motion to approve the amended Board of Directors agenda – Elizabeth Yukins

**Second:** Yarik Munoz

**Vote:** Favor [9] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #3:** Motion to approve the Acceptance of the Budget Committee Report from September 4, 2024 – In-Deria Barrows

**Second:** David Mao

**Vote:** Favor [9] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #4:** Motion to approve Dominique Mendez-Rose as an additional advisor to the Student Council – Jamella Richmond

**Second:** In-Deria Barrows

**Vote:** Favor [9] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #5:** Motion to approve the audit of the FY '24 Financial Statement

– In-Deria Barrows

**Second:** Yarik Munoz

**Vote:** Favor [9] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** The approved Financial Statement will be sent to CUNY.

### **New Business**

Club Row is expected to reopen by the end of September. It is currently awaiting inspection from the Department of Buildings and the Fire Department. The Bloodhound Depot will move locations into Club Row.

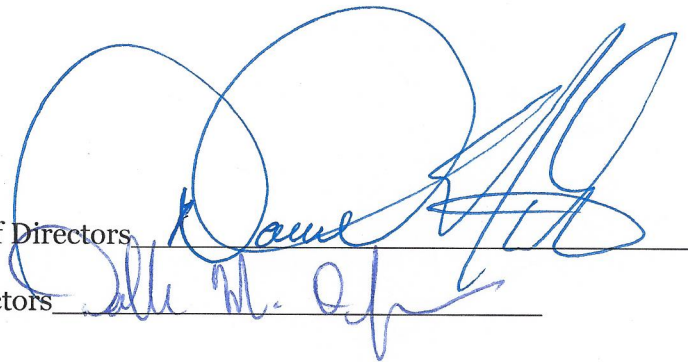
Toy-Fung Tung will have accommodations to be able to attend and vote over zoom.

### **Meeting adjourned at 2:41pm**

Approval:

Interim VP, Daniel Matos, Chair, Board of Directors

Danielle Officer, Secretary, Board of Directors

Two handwritten signatures in blue ink are positioned over horizontal lines. The top signature is large and stylized, with the word 'Daniel' partially legible. The bottom signature is smaller and more compact.