

**Student Activities Association  
Budget Committee / Board of Directors Meeting  
Thursday, October 25, 2018 at 1:40PM, L.65.08NB**

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

Chairperson      Jasmine Awad, President, Student Government  
Lynette Cook-Francis, Vice President of Student Affairs  
Steven Titan, Vice President of Finance and Administration  
Elza Kochueva, Vice President, Student Government  
Treasurer, Student Government  
Andrew Bandini, Secretary, Student Government  
Mahtab Khan, Senior Representative, Student Council  
Jean-Marie Col, Faculty Member

- a. Approval of Budget Committee items
- b. Approval of Budget Committee minutes from September 26, 2018
- c. Approval of Essential Services budgets: Yearbook, \$100,223.00
- d. Approval of Earmarks

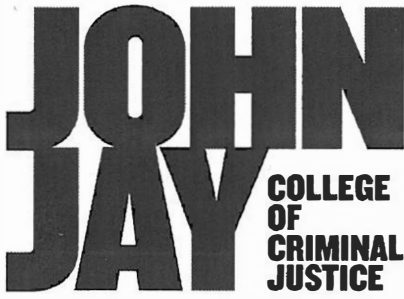
Accessibility Services	\$34,969.00
Committee on Graduate & Evening Studies	\$21,904.24
Community Outreach & Service Learning	\$35,360.17
Counseling Services	\$38,811.00
LGBTQ+ Unit	\$25,726.00
Student Council	\$292,000.00

- e. New Business

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

Chairperson	Lynette Cook-Francis, Vice President of Student Affairs
SAA Secretary	Michael Martinez-Sachs, Assistant Vice President and Dean of Students
	Steven Titan, Senior Vice President, Finance and Administration
	Jasmine Awad, President, Student Government
	Elza Kochueva, Vice President, Student Government
	Treasurer, Student Government
	Andrew Bandini, Secretary, Student Government
	Mahtab Khan, Senior Representative, Student Council
	Musarrat Lamia, Junior Representative, Student Council
	Toy-Fung Tung, Faculty Member
	Jean-Marie Col, Faculty Member
	Independent 1
	Independent 2

- a. Approval of Board of Director agenda items
- b. Approval of Board of Director minutes from September 26, 2018.
- c. Acceptance of the Budget Committee Report
- d. Discussion of surplus funds
- e. Conflict of Interest statements
- f. New business



Student Activities Association  
Budget Committee/Board of Directors Meeting  
**SAA Budget Committee Minutes – Thursday, October 25, 2018:**

**Presiding Chair:** Jasmine Awad, President, Student Government

**Recording Secretary:** Rachel Brown

**Members Present:**

Lynette Cook-Francis, Vice President of Student Affairs  
Steven Titan, Vice President of Finance and Administration  
Elza Kochueva, Vice President, Student Government  
Andrew Bandini, Secretary, Student Government  
Mahtab Khan, Senior Representative, Student Council

**Guests/Non-voting Members Present:** Gerard Bryant, Vivian Febus-Cabrera, Mark Flower, Nadia Griffith-Allen, Musarrat Lamia, Jessica Robles-Morales, Michael Sachs, Declan Walsh, Lisa-Marie Williams, Elizabeth Yukins

**Order:** SAA Budget Committee Meeting was called to order at 1:45PM by Jasmine Awad. Quorum was achieved.

**Motion #1:** Motion to approve Budget Committee Agenda items, with the correction that "Committee on Graduate and Evening Studies" be corrected to "Committee on Graduate and Evening Students" – Mahtab Khan

**Second:** Elza Kochueva

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #2:** Motion to approve September 26, 2018 meeting minutes– Mahtab Khan

**Second:** Andrew Bandini

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #3:** Motion to approve Yearbook budget of \$100,223.00 – Mahtab Khan

**Second:** Elza Kochueva

**Vote:** Favor [4] Opposed [0] Abstained [1]

**Action:** Motion passed/not passed

**Discussion:** Andrew Bandini presented budget for Yearbook for 2018-2019.

**Motion #4:** Motion to approve Accessibility Services budget of \$34,969.00 – Mahtab Khan

**Second:** Elza Kochueva

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** Nadia Griffith-Allen presented budget for Accessibility Services for 2018-2019.

**Motion #5:** Motion to approve Committee on Graduate & Evening Studies budget of \$21,904.24 – Andrew Bandini

**Second:** Mahtab Khan

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #6:** Motion to approve Community Outreach & Service Learning budget of \$35,360.17 – Andrew Bandini

**Second:** Elza Kochueva

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** Declan Walsh presented budget for Community Outreach & Service Learning for 2018-2019.

**Motion #7:** Motion to approve Counseling Services budget of \$38,811.00 – Elza Kochueva

**Second:** Steven Titan

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** Gerard Bryant presented budget for Counseling Services for 2018-2019.

**Motion #8:** Motion to approve LGBTQ+ Unit budget of \$25,726.00 – Steven Titan

**Second:** Mahtab Khan

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** Elizabeth Yukins presented budget for LGBTQ+ Unit for 2018-2019.

**Motion #9:** Motion to approve Student Council budget of \$292,000.00 – Mahtab Khan

**Second:** Andrew Bandini

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

Mahtab Khan leaves, Lynette Cook-Francis arrives.

**Motion #10:** Motion to approve surplus funds of \$263,758.51 for proposals from eligible entities – Steven Titan

**Second:** Elza Kochueva

**Vote:** Favor [5] Opposed [0] Abstained [0]

**Action:** Motion passed

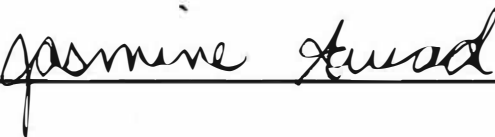
**Discussion:** Vivian Febus-Cabrera presented a break-down of the remaining surplus funds from the 2017-2018 fiscal year. The Board approved the amount that will be available for surplus fund proposals from eligible College entities. The Student Activities Association Business Office initially

suggested a higher amount be available for proposals, but Board members decided to increase the amount of surplus funds set aside for Commencement activities, in anticipation of greater costs associated with a possible venue change.

**Meeting adjourned at 2:22PM.**

Approval:

Jasmine Awad, Chair, Budget Committee

A handwritten signature in black ink, appearing to read 'Jasmine Awad', is written over a horizontal line.

Student Activities Association  
Budget Committee/Board of Directors Meeting  
**SAA Board of Directors Minutes – Date:**

**Presiding Chair:** Lynette Cook-Francis, Vice President of Enrollment Management & Student Affairs

**Presiding SAA Secretary:** Michael Martinez-Sachs, Assistant Vice President and Dean of Students

**Recording Secretary:** Rachel Brown

**Members Present:**

Steven Titan, Senior Vice President, Finance and Administration  
Jasmine Awad, President, Student Government  
Elza Kochueva, Vice President, Student Government  
Andrew Bandini, Secretary, Student Government  
Musarrat Lamia, Junior Representative, Student Council

**Guests/Non-voting Members Present:** Vivian Febus-Cabrera, Mark Flower, Lisa-Marie Williams.

**Order:** SAA Board of Directors Meeting was called to order at 2:22PM. Quorum was achieved.

**Motion #1:** Motion to approve Board of Directors Agenda items – Jasmine Awad

**Second:** Musarrat Lamia

**Vote:** Favor [7] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #2:** Motion to approve September 26, 2018 meeting minutes– Steven Titan

**Second:** Andrew Bandini

**Vote:** Favor [7] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #3:** Motion to accept Budget Committee report – Jasmine Awad

**Second:** Musarrat Lamia

**Vote:** Favor [7] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #4:** Motion to create a subcommittee to review surplus proposals – Jasmine Awad

**Second:** Elza Kochueva

**Vote:** Favor [7] Opposed [0] Abstained [0]

**Action:** Motion passed

**Discussion:** There was some debate as to whether or not there would be a subcommittee to review proposals, or if the Board would review proposals during the December 5, 2018 Board of Directors meeting. A subcommittee was used in the past, but the Board sometimes reviewed proposals during their meeting anyway, which defeats the purpose of tasking a subcommittee with review.

**Motion #5:** Motion to designated members of the subcommittee to review surplus proposals—  
Michael Sachs

**Second:** Jasmine Awad

**Action:** Motion withdrawn

**Discussion:** The members suggested for the subcommittee were Jasmine Awad, Elza Kochueva, Toy-Fung Tung, Mussarat Lamia, and Mark Flower, with Michael Sachs serving as the chair of the subcommittee. However, Michael Sachs had to withdraw from the subcommittee, as he is out of the office during the time when the subcommittee plans to review proposals.

**Motion #6:** Motion to Motion to designated members of the subcommittee to review surplus proposals – Jasmine Awad

**Second:** Andrew Bandini

**Vote:** Favor [7] Opposed [0] Abstained [0]

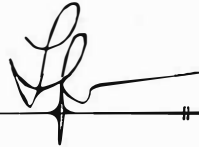
**Action:** Motion passed

**Discussion:** The approved subcommittee members are Elza Kochueva, Toy-Fung Tung, Mussarat Lamia, and Mark Flower, with Jasmine Awad serving as the chair. They plan to meet the week of November 26 to review surplus proposals.

**Meeting adjourned at 2:40PM**

Approval:

V.P. Lynette Cook-Francis, Chair, Board of Directors



Michael Martinez-Sachs, Secretary, Board of  
Directors

