

Danielle Officer

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Student Activities Association

Budget Committee / Board of Directors Meeting

Monday, October 30, 2023 at 1:40PM, L.65.08NB

BUDGET COMMITTEE AGENDA (8 members, Quorum: 5)

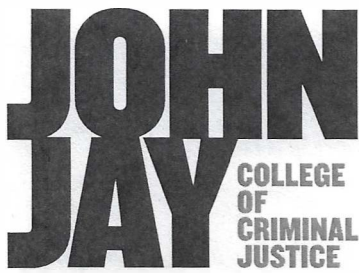
Chairperson Yarik Munoz, Interim President, Student Council
Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration
Vacant, Vice President, Student Council
Daniel Oresanya, Secretary, Student Council
Savannah Smith, Treasurer, Student Council
Tiffany Rodriguez, Senior Representative, Student Council
Vacant, Faculty

- a. Approval of Budget Committee items
- b. Approval of Budget Committee minutes from October 2, 2023
- c. Approval of Student Council “Yearbook (Commencement Related Activities)” budget \$100,001.67
- d. FY23 Surplus Discussion- BOD Open Call for Proposals
- e. 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, Interim President, Student Council Vacant, Vice President, Student Council Savannah Smith, Treasurer, Student Council Daniel Oresanya, Secretary, Student Council Tiffany Rodriguez, Senior Representative, Student Council Doha Kharma, Junior Representative, Student Council Vacant, Student Alternate Vacant, Student Alternate Elizabeth Yukins, Faculty Member Toy-fung Tung, Faculty Member Vacant Alternate Faculty Member Lisa-Marie Williams, Business Manager (non-voting)

- a. Approval of Board of Director agenda items
- b. Acceptance of the Budget Committee Report from October 30, 2023
- c. New business



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Budget Committee/Board of Directors Meeting

SAA Budget Committee Minutes – October 30, 2023

Presiding Chair: Yarik Munoz

Recording Secretary: Michael Lee

Members Present:

Daniel Matos, Interim Vice President of Enrollment Management & Student Affairs
Mark Flower, Vice President & Chief Operation Officer, Finance and Administration
Daniel Oresanya, Secretary, Student Council
Savannah Smith, Treasurer, Student Council
Elizabeth Yukins, Faculty

Guests/Non-voting Members Present: Danielle Officer, Makeda Jordan, Jeffrey Aikens, Lisa-Marie Williams, Toy-fung Tung, Alyssa Hollywood, Aiisha Qudusi

Order: SAA Budget Committee Meeting was called to order at 1:39 PM by Yarik Munoz.
Quorum was achieved.

Motion #1: Motion to approve Budget Committee items – Daniel Matos

Second: Savannah Smith

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

Action: Motion passed

Motion #2: Motion to approve October 2, 2023 meeting minutes– Daniel Matos

Second: Mark Flower

Vote: Favor [6] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: Elizabeth Yukins will be added to the attendance record as the Faculty Board member on October 2, 2023 meeting. Kelvin Pineda was not an approved student alternate and his motions from the October 2 meeting will be removed. These include motions #1, #2, and #5.

Motion #3: Motion to approve Student Council “Yearbook(Commencement Related Activities) budget \$100,001.67 – Daniel Matos

Second: Savannah Smith

Vote: Favor [6] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: Daniel Oresanya broke down the proposed expenses for the cruise, yearbooks, and surplus funds within the materials submitted to the board. IVP Matos noted that the Cornucopia Cruise was the

most expensive out of the Oral Bids. He wanted to know if the other vendors were used in the past. Daniel Oresanya noted that they visited all of the boats and the other two were not found suitable for their needs. There is a cash bar on board the vessel. All attendees will be ID checked and given wristbands if they choose to imbibe.

Mark Flower noted to Daniel Oresanya for the future to reach out to the Bloodhound Depot and Estefania DiBua to see if they could be of assistance in designing and purchasing merchandise. This would benefit the Auxiliary Corp. as they would receive commissions.

Motion #4: Motion to call to open surplus proposals of \$597,400.13 to the entire John Jay community– Daniel Matos

Second: Mark Flower

Vote: Favor [6] Opposed [0] Abstained [0]

Action: Motion passed

Discussion: The SAABO is ready to open calls for surplus proposals. Surplus is collected through activity fees and must be spent within the year. Leftover funds from previous years is moved as surplus. The deadline to spend the funds is June 30th. There is currently \$597,400.13 in surplus. Lisa-Marie provided a spreadsheet to breakdown this year's funds.

\$250,000 would be utilized for the John Jay railing project. Wire fencing would be constructed around the Jay walk's edges as well as the Athletic track to prevent anyone from jumping or falling over. The majority of this \$2 million dollar project is funded by CUNY, but John Jay will be supplementing a portion of the funds.

Daniel Matos inquired on the status of replacing the pool tables and other equipment in the game room. Lisa-Marie clarified that the funds were requested by student government as surplus, however the vendor selected was unresponsive and did not submit the necessary paperwork back to SAABO in time. The funds were then put back into the surplus. Student government can make this request again this year, but she suggests using another vendor.

The committee on clubs(COC) will need to request one lump sum amount for all of the clubs together. All clubs must submit their proposals to the COC for review and approval. Any clubs trying to circumvent their proposals directly to the SAABO Office will be denied. Surplus submissions will be reviewed by the Surplus Sub-committee and will send back to the Board to decide how much funds each request receives. Savannah Smith will touch base with Lisa-Marie to see how much funds clubs received last year to use as a guide for the COC.

It was decided that the surplus will be opened up to the entire John Jay community rather than restrict it to SAA entities. Surplus proposals must be focused on serving students however.

(4) Members were appointed to the subcommittee in this meeting.

1. Yarik Munoz
2. Danielle Officer
3. Mark Flower
4. Elizabeth Yukins

New Business

Toy-Fung questioned how the Faculty membership process were managed. Since there is only one faculty member on the Board, she wanted to see if she could be Elizabeth's alternate. This would not work however, and Lisa-Marie suggested finding other faculty alternates.

Savannah inquired if surplus funds could be committed to the Annual Day of Giving. Lisa-Marie explained that the funds could not be donated directly, but could be committed for purchases to assist students. Last year for example, the funds were used to purchase metrocards for students in need.

Mark Flower suggested that surplus should not be used for Alumni, but rather for the currently enrolled students.

Meeting adjourned at 2:33pm.

Approval:

Yarik Munoz, Interim Chair, Budget Committee

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

Student Activities Association

Budget Committee/Board of Directors Meeting

SAA Board of Directors Minutes – Date: October 30, 2023

Presiding Chair: Daniel Matos

Presiding SAA Secretary: Danielle Officer **remote attendance**

Recording Secretary: Michael Lee

Members Present: Mark Flower, Vice President & Chief Operation Officer, Finance and Administration

Yarik Munoz, Interim President, Student Council

Savannah Smith, Treasurer, Student Council

Daniel Oresanya, Secretary, Student Council

Toy-fung Tung, Faculty Member

Elizabeth Yukins, Faculty Member

Lisa-Marie Williams, Business Manager (non-voting)

Guests/Non-voting Members Present: Makeda Jordan, Alyssa Hollywood, Jeffrey Aikens, Aiisha Qudusi

Order: SAA Board of Directors Meeting was called to order at 2:33pm. Quorum was achieved.

Motion #1: Motion to approve Board of Directors Agenda items – Yarik Munoz

Second: Toy-Fung Tung

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

Action: Motion passed

Motion #2: Motion to approve August 31, 2023 meeting minutes– Mark Flower

Second: Toy-Fung Tung

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

Action: Motion passed

Discussion: There were not enough members present in the previous meeting to make quorum.

Motion #3: Motion to accept Budget Committee report from October 30, 2023 – Toy-Fung Tung

Second: Elizabeth Yukins

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

Action: Motion passed

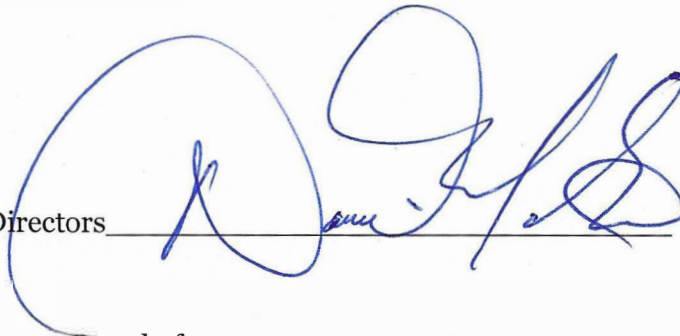
New Business

Helen Cedenio is scheduling a meeting to review SAA Financials. Mark requested help from members to schedule this important meeting.

Meeting adjourned at 2:37pm.

Approval:

Interim VP, Daniel Matos, Chair, Board of Directors

A large, stylized handwritten signature in blue ink, likely belonging to Daniel Matos, is written over a horizontal line.

Interim AVP & Dean, Danielle Officer, Secretary, Board of
Directors