

**Student Activities Association  
Budget Committee / Board of Directors Meeting  
Tuesday, February 14 2017 at 1:40PM, L.65.08NB**

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

Chairperson      Grace Theresa Agalo-os, President, Student Government  
                          Lynette Cook-Francis, Vice President of Student Affairs  
                          Steven Titan, Vice President of Finance and Administration  
                          Roman Gressier, Vice President, Student Government  
                          Jahvar Duffus, Treasurer, Student Government  
                          Kadeem Robinson, Secretary, Student Government  
                          Izabela Qafa, Senior Representative, Student Council  
                          Toy-Fung Tung, Faculty Member/Jean-Marie Col, Faculty Member

- a. Approval of Budget Committee items
- b. Approval of Budget Committee minutes from January 31, 2017
- c. Approval of 6 Club Budgets

ABADA CAPOERA	\$1,650.00
Boxing	\$848.80
Debonier Steppers	\$1,482.98
JJAUP	\$995.20
SEEK	\$1,940.17
United Cultures	\$999.26
<b>Total</b>	<b>\$7,916.41</b>

- d. Approval of 21 surplus requests totaling \$56,138.00

<b>Requestor</b>	<b>Amount</b>	<b>Category</b>
African Students Association*	\$3,531.79	advertisement, supplies, and refreshment
Artists United*	\$729.97	Equipment
Athletics & Recreation	\$4,972.00	Equipment
Black Student Union	\$3,153.66	advertisement, supplies, and refreshment
Center for Career & Professional Development	\$5,000.00	Clothing
Debonair Steppers *	\$3,000.00	Equipment
Dominican Students Association	\$1,000.00	Event
Graphic Novels Club *	\$2,379.48	Event; advertisement, supplies, and refreshment

Haitian American Students Association*	\$933.83	Event
Hillel	\$5,000.00	Event
INK Club (The Quill)	\$3,745.00	Publication
InterVarsity	\$1,193.39	advertisement, supplies, and refreshment
Photography Club - Seeing Rape Plays*	\$5,000.00	Event
Latin American Student Organization	\$784.63	Clothing
LGBTQ Task Force	\$2,745.00	Event
Military and Veterans Services	\$1,400.00	Events
Muslim Student Association*	\$400.00	Equipment
Office of Accessibility Services	\$4,975.00	Equipment
Women's Center for Gender Justice	\$2,462.14	Supplies
Women's Center for Gender Justice	\$2,000.00	Events
Women's Empowerment Society	\$1,732.11	advertisement, supplies, and refreshment
<b>Total</b>	<b>\$56,138.00</b>	

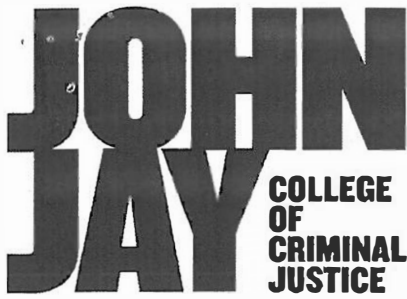
\*Requests received after deadline

- e. Review of fiscal accountability handbook
- f. New Business

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

Chairperson	Lynette Cook-Francis, Vice President of Student Affairs
SAA Secretary	Michael Martinez-Sachs, Dean of Students
	Steven Titan, Senior Vice President, Finance and Administration
	Grace Theresa Agalo-os, President, Student Government
	Roman Gressier, Vice President, Student Government
	Jahvar Duffus, Treasurer, Student Government
	Kadeem Robinson, Secretary, Student Government
	Izabela Qafa, Senior Representative, Student Council
	Kimberly Ortega, Junior Representative, Student Council
	Toy-Fung Tung, Faculty Member
	Jean-Marie Col, Faculty Member
	Ayesha Hakim, Independent 1
	Independent 2

- a. Approval of Board of Director agenda items
- b. Approval of Board of Director minutes from January 31, 2017
- c. Acceptance of the Budget Committee Report
- d. New business



Student Activities Association  
Budget Committee/Board of Directors Meeting  
**SAA Budget Committee Minutes – Wednesday, February 14, 2017:**

**Presiding Chair:** Kadeem Robinson (substituting for Grace Theresa Agalo-os)

**Recording Secretary:** Rachel Brown

**Members Present:**

Lynette Cook-Francis  
Steven Titan  
Roman Gressier  
Jahvar Duffus  
Izabela Qafa  
Jean-Marie Col

**Guests/Non-voting Members Present:** Oluwatobi Adeleke, Yancy Castro, Nalena Cruzado, Vivian Febus-Cabrera, Mark Flower, Ayesha Hakim, Agha Khan, Zag Kimpolo, Irene Kontonicoles, John Leebens, Rufino Lopez, Michael Martinez-Sachs, Deandra Simon, Abenezer Solomon, Lavinia Solomonova, Toy-Fung Tung

**Order:** SAA Budget Committee Meeting was called to order at 1:49pm by Kadeem Robinson. Quorum was achieved.

**Motion #1:** Motion to approve Budget Committee Agenda items – Jahvar Duffus

**Second:** Izabela Qafa

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

**Action:** Motion passed

**Motion #2:** Amendment to motion 1, remove Item E from agenda, "Review fiscal accountability handbook" – Lynette Cook-Francis

**Second:** Jahvar Duffus

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

**Action:** Motion passed

**Discussion:** Agenda item was from the November 9, 2016 meeting and is no longer relevant.

**Motion #3:** Motion to approve January 31, 2017 meeting minutes– Izabela Qafa

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

**Motion #4:** Amendment to motion 3, in January 31 minutes the discussion for motion 5, "Approve Commencement 2017 budget," should read, "Arthur Ashe Stadium is less expensive than the Theater at Madison Square Garden." – Lynette Cook-Francis

**Second:** Jean-Marie Col

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

**Action:** Motion passed

**Motion #5:** Motion to approve 6 club budgets as a slate – Izabela Qafa

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

Roman Gressier arrives.

**Motion #6:** Motion to reduce Debonair Steppers budget by \$112.50 from the Refreshment budget line, new budget \$1370.00, with Student Council supplementing the \$112.50 – Jahvar Duffus

**Second:** Izabela Qafa

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

**Action:** Motion passed

**Discussion:** In the January 31 meeting, the Dominican Student Association (DSA) budget was short \$112.50. Because there are no more funds available for club budgets, Debonair Steppers will have their Refreshment budget reduced by \$112.50, which will go to the DSA to make up their shortfall. The Student Council will give \$112.50 from their budget to Debonair Steppers.

**Motion #7:** Motion to approve slate of club budgets – Jahvar Duffus

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

**Motion #8:** Motion to prioritize the surplus requests from clubs who did not receive any funds in the first or second round of club budgeting in Spring 2017 – Izabela Qafa

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

**Discussion:** There are not enough surplus funds to approve all requests from Student Affairs departments and student clubs and organizations. Some student clubs and organizations did not receive a budget for Spring 2017 and the Committee members think those requests should be prioritized over other requests. Other suggestions considered but not voted on are to prioritize requests that were received on time over requests that were submitted late; to de-prioritize requests to fund events; to de-prioritize requests that will not benefit a large portion of the student body; and to approve all requests but reduce the amounts across the board. There are concerns about setting criteria for prioritization of requests after requests have already been solicited, rather than reviewing all surplus proposals equally and allocating funds based on the proposals' merits.

**Motion #9:** Motion to approve surplus request for \$3153.66 for Black Student Union – Izabela Qafa

**Second:** Roman Gressier

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

**Action:** Motion passed

**Motion #10:** Motion to approve surplus request for \$3745.00 for INK Club/Quill – Izabela Qafa

**Second:** Roman Gressier

**Vote:** Favor [3] Opposed [1] Abstained [3]

**Action:** Motion not passed

**Discussion:** The College Print Shop can print the Quill journal for less than the outside printer selected by the INK Club. The INK Club did not solicit a bid from the College Print Shop this year, but in the past the Print Shop did not offer the lowest bid in the bidding process. It is not known if the Print Shop can produce the same quality as the outside printer, which has printed the Quill since its first publication.

**Motion #11:** Motion to reduce surplus request INK Club/Quill to \$2400 – Steven Titan

**Second:** Jean-Marie Col

**Vote:** Favor [2] Opposed [2] Abstained [3]

**Action:** Motion not passed

**Discussion:** It will be cheaper to print the Quill journal in house. Reducing the amount to the INK Club releases money to fund other requests. There are concerns about asking the INK Club to change their printer based on information that just came to light today, after the INK Club already solicited bids. There are also concerns about the level of vetting the INK Club's request is receiving compared to the previous request from the Black Student Union.

**Motion #12:** Motion to average the two amounts and approve \$2900 for the INK Club/Quill surplus request – Lynette Cook-Francis

**Second:** Steven Titan

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

**Action:** Motion passed

**Discussion:** The INK Club will solicit new bids for printing the Quill journal and include a bid from the College Print Shop.

**Motion #13:** Motion to approve the surplus request for \$1732.11 for the Women's Empowerment Society – Izabela Qafa

**Second:** Jean-Marie Col

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

**Action:** Motion passed

**Motion #14:** Motion to adjourn Budget Committee meeting – Roman Gressier

**Second:** Izabela Qafa

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

**Action:** Motion passed

**Meeting adjourned at 2:59PM.**

Approval:

Kadeem Robinson, Chair, Budget Committee



Student Activities Association  
Budget Committee/Board of Directors Meeting  
**SAA Board of Directors Minutes – Tuesday, February 14, 2017:**

**Presiding Chair:** Lynette Cook-Francis

**Presiding SAA Secretary:** Michael Martinez-Sachs

**Recording Secretary:** Rachel Brown

**Members Present:**

Steven Titan  
Roman Gressier  
Jahvar Duffus  
Kadeem Robinson  
Izabela Qafa  
Toy-Fung Tung  
Jean-Marie Col  
Ayesha Hakim

**Guests/Non-voting Members Present:** Oluwatobi Adeleke, Yancy Castro, Nalena Cruzado, Vivian Febus-Cabrera, Mark Flower, Agha Khan, Zag Kimpolo, Irene Kontonicoles, John Leebens, Deandra Simon, Abenezer Solomon, Lavinia Solomonova

**Order:** SAA Board of Directors Meeting was called to order at 2:59PM. Quorum was achieved.

**Motion #1:** Motion to approve Board of Directors Agenda items – Roman Gressier

**Second:** Toy-Fung Tung

**Vote:** Favor [10] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #2:** Motion to approve January 31, 2017 meeting minutes– Izabela Qafa

**Second:** Ayesha Hakim

**Vote:** Favor [10] Opposed [0] Abstained [0]

**Action:** Motion passed

**Motion #3:** Motion to accept Budget Committee report – Jahvar Duffus

**Second:** Izabela Qafa

**Vote:** Favor [9] Opposed [1] Abstained [0]

**Action:** Motion passed

Roman Gressier and Kadeem Robinson leave.

**Motion #4:** Motion to set up a subcommittee to consider the remaining surplus proposals and make recommendations to the Board on how they will be funded. – Michael Martinez-Sachs

**Second:** Ayesha Hakim

**Vote:** Favor [4] Opposed [3] Abstained [1]

**Action:** Motion passed

**Discussion:** There are concerns about setting criteria for how the Board prioritizes surplus requests after surplus requests have already been solicited. A subcommittee will be formed to go over the remaining surplus requests and make a recommendation to the Board about how to fund the requests. The subcommittee will create criteria for how clubs, organizations, and departments will request surplus funds in the future, and create criteria for how the Board will decide to allocate surplus funds in the future. The subcommittee will consist of 1 administrator, Michael Martinez-Sachs; 2 students, Jahvar Duffus and Izabela Qafa; and 1 faculty

member, Toy-Fung Tung. Izabela Qafa will chair the subcommittee, which will meet with all due haste and make recommendations to the Board at the next meeting.

**Motion #5:** Motion to adjourn Board of Directors meeting – Izabela Qafa

**Second:** Steven Titan

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

**Action:** Motion passed

**Meeting adjourned at 3:17PM.**

Approval:

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



Michael Martinez-Sachs, Secretary, Board of Directors

