

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

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

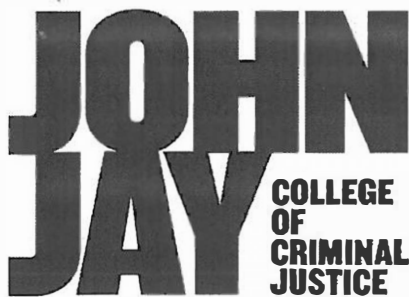
Chairperson      Grace Theresa Agalo-os, President, Student Government  
Lynette Cook-Francis, Vice President of Student Affairs  
Steven Titan, Vice President of Finance and Administration  
Roman Gressier, Vice President, Student Government  
Jahvar Duffus, Treasurer, Student Government  
Kadeem Robinson,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

- a. Approval of Budget Committee items
- b. Approval of Subcommittee on surplus fund proposal minutes from February 21 & 22, 2017
- c. Approval of surplus requests
- d. Approval of INK/Quill surplus request

## **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
	Toy-Fung Tung, Faculty Member
	Jean-Marie Col, Faculty Member
	Ayesha Hakim, Independent 1
	Junior Representative, Student Council
	Independent 2

- a. Approval of Board of Director agenda items
- b. Acceptance of the Budget Committee Report
- c. New business



Student Activities Association  
Budget Committee/Board of Directors emergency meeting on surplus fund proposals  
**SAA Budget Committee Minutes – Wednesday, March 1, 2017:**

**Presiding Chair:** Roman Gressier

**Recording Secretary:** Rachel Brown

**Members Present:**

Lynette Cook-Francis  
Steven Titan  
Jahvar Duffus  
Izabela Qafa

**Guests/Non-voting Members Present:** Mark Flower, Michael Martinez-Sachs, Toy-Fung Tung

**Order:** SAA Budget Committee Meeting was called to order at 1:55PM by Roman Gressier. Quorum was achieved.

**Motion #1:** Motion to approve Budget Committee Agenda items – Izabela Qafa

**Second:** Steven Titan

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

**Action:** Motion passed

**Motion #2:** Motion to allow subcommittee on surplus fund proposals to approve subcommittee minutes from February 21, 2017 & February 22, 2017 – Jahvar Duffus

**Second:** Izabela Qafa

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

**Action:** Motion passed

**Order:** SAA Subcommittee on surplus fund proposals was called to order at 2:07PM by Izabela Qafa. Quorum was achieved.

**Members Present:** Jahvar Duffus, Izabela Qafa, Michael Martinez-Sachs, Toy-Fung Tung

**Guests/Non-voting Members Present:** Mark Flower, Lynette Cook-Francis, Steven Titan, Roman Gressier

**Motion #1A:** Motion to approve February 21, 2017 & February 22, 2017 subcommittee meeting minutes with amendments – Jahvar Duffus

**Second:** Michael Martinez-Sachs

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

**Action:** Motion passed

**Motion #2A:** Motion to adjourn subcommittee on surplus proposals meeting – Jahvar Duffus

**Second:** Michael Martinez-Sachs

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

**Action:** Motion passed

**Meeting adjourned 2:08PM.**

**Motion #3:** Motion to approve subcommittee recommendations of surplus fund proposals – Jahvar Duffus

**Second:** Izabela Qafa

**Vote:** None

**Action:** Motion not passed

**Discussion:** The subcommittee considered the surplus fund proposals individually based on two criteria: how much of the student body the proposal would benefit; and how much money the requesting club/organization/department had already received for their regular budget. The proposals from Athletics and Recreation, the Office of Accessibility Services, Hillel, and the Muslim Students Association (MSA) were declined.

There is some concern that the proposals from Hillel and MSA were declined, when all other student organizations requesting surplus funds received a portion of what they asked for.

The subcommittee declined the MSA proposal to furnish the North Hall Meditation Room because the Dean of Students office had already committed funds for the project. The Meditation Room is open to all students, staff, and faculty, so the Dean of Students office felt it was more appropriate to use College funds to pay for the project, rather than allow a student organization to fund it.

The subcommittee declined the Hillel proposal because the club already received the full budget amount they requested for Spring 2017. The subcommittee also felt the proposal was not well put-together. The proposal was for a spoken word/poetry open mic with an outside speaker, and the subcommittee did not feel it the event merited paying an outside speaker \$2000, or paying \$3000 for refreshments and promotions. The Board has concerns that not funding a portion of the event would be unfair and politically inadvisable, considering the fact that all other student organizations requesting surplus funds received a portion of what they asked for, excepting MSA which does not require SAA surplus funds for their proposal (see above).

**Motion #4:** Motion to put \$495 for INK/Quill into the subcommittee's surplus fund recommendations and collectively reduce the other surplus fund proposals to meet the surplus fund limits – Jahvar Duffus

**Second:** Izabela Qafa

**Vote:** No vote

**Action:** Motion not passed

**Discussion:** INK/Quill received \$2900 in surplus funds for the printing of the Quill journal at the February 14, 2017 meeting, with a stipulation that INK/Quill re-bid printing companies and include a bid from the College's Print Shop. INK/Quill re-bid the project and acquired samples from the printers to compare quality.

INK/Quill prefers Digitech Printers, who submitted a bid for \$3395. The Digitech bid is \$350 less than INK/Quill's original request of \$3745. Digitech is the company INK/Quill has used in the past so they are confident in the quality of the product. The motion for \$495 reflects the amount INK/Quill needs to cover the difference.

The John Jay College Print Shop submitted a bid for \$2400. INK/Quill did not feel confident in the quality of the product, citing cheaper-quality paper, dirty glue in the binding, and mistakes in the content and layout. There are some concerns that the quality of the Print Shop sample is adequate, and any printing mistakes could

be the result of the way the journal contents were submitted to the Print Shop. There are also concerns that INK/Quill should take the lower bid to release surplus funds for other student clubs/organizations.

**Motion #5:** Motion to amend Motion 3 and approve the subcommittee recommendations for surplus funds and consider INK/Quill and Hillel proposals separately – Lynette Cook-Francis

**Second:** Steven Titan

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

**Action:** Motion passed

**Discussion:** An additional \$3000 in surplus funds have been released from CUNY, giving the Board the opportunity to reconsider the proposals from INK/Quill and Hillel without altering the surplus proposal amounts recommended by the subcommittee.

**Motion #6:** Motion to approve recommendations from the subcommittee on surplus fund proposals as a slate – Jahvar Duffus

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

**Motion #7:** Motion to approve slate of surplus fund proposals – Jahvar Duffus

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

Requestor	Amount
African Students Association	\$1,485.00
Artists United	\$722.67
Center for Career & Professional Development	\$4,950.00
Debonair Steppers	\$1,485.00
Dominican Students Association	\$990.00
Graphic Novels Club	\$1,386.00
Haitian American Students Association	\$924.49
Intervarsity	\$693.00
Photography Club - Seeing Rape Plays	\$2,970.00
Latin American Student Organization	\$495.00
LGBTQ Task Force	\$2,717.55
Military and Veterans Services	\$952.38
Women's Center for Gender Justice	\$2,437.52
<b>Total</b>	<b>\$22,208.61</b>

**Motion #8:** Motion to consider the INK/Quill and Hillel proposals together – Steven Titan

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

**Discussion:** The additional \$3000 in surplus funds would cover the difference between the \$2900 INK/Quill already received, and the \$3395 bid from DigiTech printers. The discussion for this proposal occurred under Motion 4.

The additional surplus funds will also cover a portion of Hillel's spoken word/poetry event. The Board agrees that \$5000 is too high, and they agree that \$300 for a speaker and \$350 for refreshment and promotions would be sufficient for the event and commensurate with the amounts approved for other similar events.

**Motion #9:** Motion to approve INK/Quill surplus proposal for \$495 – Izabela Qafa

**Second:** Jahvar Duffus

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

**Action:** Motion passed

**Motion #10:** Motion to approve Hillel surplus proposal for \$750 – Jahvar Duffus

**Second:** Steven Titan

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

**Action:** Motion passed

**Motion #11:** Motion to adjourn Budget Committee meeting – Izabela Qafa

**Second:** Lynette Cook-Francis

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

**Action:** Motion passed

**Meeting adjourned at 2:27PM.**

Approval:

Roman Gressier, Chair, Budget Committee



Student Activities Association  
Budget Committee/Board of Directors emergency meeting on surplus fund proposals  
**SAA Board of Directors Minutes – Wednesday, March 1, 2017:**

**Presiding Chair:** Lynette Cook-Francis

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

**Recording Secretary:** Rachel Brown

**Members Present:**

Steven Titan  
Roman Gressier  
Jahvar Duffus  
Izabela Qafa  
Toy-Fung Tung

**Guests/Non-voting Members Present:** Mark Flower

**Order:** SAA Board of Directors Meeting was called to order at 2:48PM. Quorum was achieved.

**Motion #1:** Motion to approve Board of Directors Agenda items – Michael Martinez-Sachs

**Second:** Steven Titan

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

**Action:** Motion passed

**Motion #2:** Motion to accept Budget Committee report – Jahvar Duffus

**Second:** Toy-Fung Tung

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

**Action:** Motion passed

**Motion #3:** Motion to adjourn Board of Directors meeting – Michael Martinez-Sachs

**Second:** Jahvar Duffus


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

**Action:** Motion passed

**Meeting adjourned at 2:50PM**

Approval:

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



Michael Martinez-Sachs, Secretary, Board of Directors

