



**BCC Auxiliary Enterprises Corporation
General Plenary Board Meeting
Minutes**

February 8, 2018

President's Conference Room – LH17

12:00 p.m.

Convener: Thomas Isekenegbe, Chair

Present: Hussein Abdul, Dapo Ibrahim, Thomas Isekenegbe, Mary Martinez
David Taylor, Karen Thomas, Wali Ullah, Julie Bolt, Katherine McGuire

Absent: Michael G. Williams, Mariama Bah, Sharmila Mukherjee

Guests: Gregory Rosenberg, Debra Gonsler, Luis Montenegro

The meeting was called to order at 12:05 p.m. by Thomas Isekenegbe.

1. Opening Remarks/Review/Recap:

- President Isekenegbe introduced and welcomed Ms. Katherine McGuire and Prof. Julie Bolt as new members of the Bronx Community College (BCC) Auxiliary General Plenary Board. All BCC Auxiliary General Plenary Board members received an informational packet which included the meeting's agenda.
- A review of the minutes from the December 14, 2017 meeting was discussed. The Auxiliary General Plenary Board approved the minutes unanimously.

2. Open Discussions:

- President Isekenegbe gave a brief recap of the new Auxiliary Guidelines and the Memorandum of Understanding (MOU) as mandated from the CUNY Board of Trustees. All Auxiliary General Plenary Board Members received copies of this document (hard copy and electronically). These guidelines and MOU were passed on December 4, 2017. President Isekenegbe continued to express the importance of following these guidelines. President Isekenegbe stated that the signed copy of the Memorandum of Understanding for BCC has to be completed and submitted to CUNY by 2/28/18.
- President Isekenegbe mentioned that BCC's Auxiliary's website will include CUNY Board of Trustees By-Laws, guidelines, meeting dates and minutes, MOU, auditors statements from last year, board members. Amirah Cousins and Sammy Henry are working on the website and should be available by the end of February 2018 for viewing.
- There was an update on the request for funds form for BCC Auxiliary General Plenary Board Members. President Isekenegbe stated that Assistant Vice President David Taylor is working on finalizing this form. Dr. Debra Gonsler suggested the usage of a temporary document until the final form is finished and approved. The Student Government Association Representatives suggested broadcasting the new form when it is final as well to

- Dean Luis Montenegro briefly presented a post request for funds for the 2018 Winter Conference hosted by Academic Affairs. This conference focused student outreach. Details for this event was included in the packet. The conference was covered by Academic Affairs last year however the cost of the catering request (which included hot food) was not. Dean Montenegro requested \$2,870 to cover catering services. This fee did not include any registration fees. President Isekenegbe suggested broadening the conference to a larger topic and audience. Also, to think of different ways to generate revenue from the conference. Dr. Gonsler suggested, (if this board approves this request) and moving forward there should be a registration fee to help cover the cost of food within the guidelines. A motion to approve the request was sent to the floor and second. The motion was approved by eight Auxiliary General Plenary Board Members and with one abstention (Mr. Dapo Ibrahim).
- The request for funds from the BCC Child Care Center was tabled. A motion to approve the request was sent to the floor and second. The motion was unanimously approved.
- Assistant Vice President (AVP) Taylor gave a report to the board on the revenue and expenses for BCC Auxiliary. A spreadsheet was included in the packet. Revenue-generating businesses such as Au Bon Pain has two years left on their contract. AVP Taylor stated that there is an upcoming meeting to discuss other affordable options from Au Bon Pain. Dr. Gonsler Inquired about the facilities rental revenue and how it's reflected on the report? She questioned if it was accurate. Mr. Gregory Rosenberg and AVP Taylor gave an explanation on how the facilities rental revenue is reflected on the spreadsheet from fiscal year 2017 to 2018. It was mentioned that Begrisch Hall stairs, Havemeyer bathrooms, Campus Service Center renovations that were previously approved came out of BCC Auxiliary revenues. Ms. Mary Martinez asked, "How much money is in reserves"? AVP Taylor responded that BCC Auxiliary reserves equals roughly \$2.1 million. A motion to approve the request was sent to the floor and second. President Isekenegbe says that BCC Auxiliary projects to receive \$1 million in revenue and we roughly spend \$900,000 dollars each year. Mr. Ibrahim inquired about the \$200,000 that was approved for the Athletics Department. AVP Taylor responded that it's shown in the General Ledger account on the spreadsheet.

3. Next Meeting:

- The next Auxiliary Enterprises Corporation General Plenary Board Meeting will be held in March 8 2018.

The meeting was adjourned at 12:57 p.m. by David Taylor.

Prepared by Karen Thomas, Secretary