



**BCC Auxiliary Enterprises Corporation
General Plenary Board Meeting
Minutes
September 13, 2018
Language Hall– Room 001
(Faculty/Staff Lounge)
12:00 p.m.**

Convener: Thomas Isekenegebe, Chair

Present: Thomas Isekenegebe, Jeffrey Ewell, Latsha Lee, Sharmila Mukherjee, Yanilly Heras
David Taylor, Karen Thomas, Carolina Valenzuela, Katherine McGuire

Absent: Julie Bolt, Michael G. Williams, Quiana Berry

Guests: Gregory Rosenberg, Manny Lopez

President Thomas Isekenegebe called the meeting to order at 12:05 p.m.

1. Greetings and Overview:

- President Isekenegebe greeted the Auxiliary Enterprises Corporation (AEC) board members. All of the AEC board members introduced themselves briefly. A presentation about the purpose of the AEC was shown which included the different revenue generating services. Hard copies of this presentation was distributed at the meeting.
- President Isekenegebe named the different committees associated with the AEC such as the Executive Committee, Budget Committee and Audit Committee. The following positions were filled on these committees...
 - AEC Executive Committee – Mr. Jeffrey Ewell (student) was nominated for 1st Vice Chair and voted in unanimously. Ms. Carolina Valenzuela (student) was nominated for 2nd Vice Chair and voted in unanimously.
 - AEC Chair of Budget Committee- AVP David Taylor (Treasurer), Prof. Sharmila Mukherjee (Faculty), Ms. Latsha Lee (student) and Ms. Yanilly Heras (student)
 - AEC Audit Committee – Ms. Katherine Mc.Guire (External Member) and Mr. Michael G. Williams
- The Fall 2018 meetings dates were mentioned. The importance of attending these meetings was expressed to the board members.

2. Review:

- The AEC Board reviewed the minutes from the May 3, 2018 meeting. A motion was sent to the floor to approve the May 3rd minutes and second. The minutes were approved with 5 members voted who voted yes, 4 members who voted no and no abstentions.

3. Public Comments:

- President Isekenegbe mentioned the protocol for any public comments during the AEC board meetings to the new members.

4. Open Discussion:

- AVP Taylor distributed the Auxiliary Enterprises Corporation 2019 fiscal year budget projections. He explained the different types of revenue items and their purpose through a power point presentation. President Isekenegbe pointed out the 2019 fiscal year budget projected total revenue is \$797,600.00 dollars. AVP Taylor stated that the AEC is expected to spend about \$753,750.00 dollars.
- AVP Taylor spoke about the money that is in reserve from the AEC. Currently, the AEC has 2.7 million dollars in reserve. Reserve monies are for unexpected items that the current budget may not cover during the fiscal year. President Isekenegbe explained that in order to use any AEC reserve monies, a Request for Funds form is required. The AEC will vote on it. A motion was sent to the floor to approve the 2019 fiscal year AEC budget. It was approved unanimously.
- The financial statement and supplementary information from the June 30, 2018 audit was discussed. A motion to approve the AEC financial statement and supplementary information, it was unanimously approved.
- The committee reviewed the Request for Funds form. The AEC board members voted on it with a unanimous approval.
- The AEC board discussed the breakdown of the different AEC categories such as Public Relations, Academic departments, Administration, Student Support etc. The student board members inquired about the different co-curricular and campus ceremonies that the AEC might cover. President Isekenegbe said that the AEC might include co-curricular and campus ceremony activities as a category. Dean Manny Lopez addressed the board members with a comparison of the commencement senior affairs budget categories from BCC Inc. and the AEC budget. Some of the board members inquired about student functions as well as student travel options. President Isekenegbe gave examples of trips for BCC students such as the experience to Senegal Africa and at the Salzburg Conference.

President Isekenegbe adjourned this meeting at 1:00 p.m. Prepared
by Karen Thomas, Secretary