

AGENDA

Bronx Community College Association Inc. Board and Budget Committee

October 17, 2019

1:00pm-2:00pm

Language Hall, room 17

A. Call to Order

B. Review and approval of agenda

C. Budget requests for fiscal year 2019-2020

1. Base Budgets for Clubs
2. Inter-Organizational Council
3. Office of Health Services

D. Open Items (Resolution 2020-01)

E. New Items

F. Adjournment

Bronx Community College Association, Inc.
Budget Committee Meeting
October 17, 2019
1:00pm-2:00pm
Language Hall, room 17

Attendees: David Taylor (chairperson), Jazmin Caldwell, Anthony Cuevas, Jeffrey Ewell, Kathryn Arias-Kalinowski, Amber Lake, Manny Lopez, Seth Offenbach

Guests: Yvonne Erazo, Victoria King, Quiana Berry, Gina Ugarte, Gregory Rosenberg

Meeting called to Order at 1:10 PM.

Motion: (Anthony Cuevas) to approve meeting agenda.

Second: Manny Lopez

Motion carries by unanimous vote.

Motion: (Jeffrey Ewell) to approve minutes of the September 19, 2019 meeting with amendments:

- Page 2 – Student Center budget proposal to support SGA Honorariums and Conference Attendance Categories for a total of \$5,000.
- Page 2 – Student Center budget proposal vote carries with one abstention Manny Lopez (proposal presenter).
- Page 3 – Spelling of guest's name to be corrected - Faith Thompson.

Second: Manny Lopez

Motion carries by unanimous vote.

Base budget requests for student clubs and college wide organizations was presented by Yvonne Erazo and Quiana Berry in the amount of \$80,000 for 44 student clubs and organizations. The list of student clubs and corresponding base budgets are included as an appendix to these minutes.

Motion: (Jeffrey Ewell) to approve \$80,000 in base budget funding for student clubs and organizations.

Second: Amber Lake

Motion carries by unanimous vote.

Bronx Community College Association, Inc.
Budget Committee Meeting
October 17, 2019
1:00pm-2:00pm
Language Hall, room 17

Quiana Berry and Yvonne Erazo presented the budget proposal for the Inter-Organizational Council (IOC) in the amount of \$13,650. The summary of the budget request follows and is included as an appendix to these minutes.

- Honorariums: \$2670
- Meetings/Refreshments: \$7380
- Trophies and Awards: 3600

Motion: (Amber Lake) to approve the Inter-Organizational Council budget as presented in the amount of \$13,650.

Second: Jazmin Caldwell

Motion carries by unanimous vote.

The Office of Health Services partial budget request was presented by Victoria King in the amount of \$50,160. The summary of the budget request follows and is included as an appendix to these minutes.

- Advertising and Promotion: \$3360
- Contract Services: \$8250
- Equipment: \$5800
- Film and Film rental: \$3000
- Honorarium: \$2850
- Meetings/Refreshments: \$6000
- Supplies: \$20,900

A discussion ensued about the quantity of influenza vaccines being purchased by the OHS. CUNY is providing 50 fewer influenza vaccines than last year. The Board asked Victoria to increase the quantity of vaccines that will be purchased by OHS from 100 to 250 vaccines.

Motion: (Anthony Cuevas) to approve the Office of Health Services budget request in the amount of \$50,160 with the additional influenza vaccines.

Second: Manny Lopez

Bronx Community College Association, Inc.
Budget Committee Meeting
October 17, 2019
1:00pm-2:00pm
Language Hall, room 17

Motion carries by unanimous vote.

A resolution to open two new money market accounts in the name of the BCC Association Inc. and the Early Child Care Center (ECC) was presented by David Taylor and Gina Ugarte. At time of this proposal, the BCC Association Inc. cash balance is earning 0.1% interest annually and the ECC is currently not earning interest on its cash balance. The Resolution request is to transfer cash balances to money market accounts earning 1.4% interest annually.

Motion: (Seth Offenbach) To approve the resolution to open two new money market accounts, earning 1.4% interest annually, in the name of the BCC Association Inc. and the Early Child Care Center (ECC)

Second: Anthony Cuevas

Motion carries by unanimous vote.

Motion: (Jeffrey Ewell) To adjourn meeting.

Second: Anthony Cuevas

Motion carries by unanimous vote.

Meeting concluded at 1:50 p.m.

Respectfully submitted,

Manny Lopez

Bronx Community College Association, Inc.
Board Meeting
October 17, 2019
1:30pm-2:00pm
Language Hall, room 17

Attendees: Jeffrey Ewell (vice chairperson), Jazmin Caldwell, Anthony Cuevas, Kathryn Arias-Kalinowski, Amber Lake, Manny Lopez, David Taylor, Seth Offenbach, Daniel Lazarus,

Excused: Irene R. Delgado, Diana Valenzuela

Guests: Yvonne Erazo, Victoria King, Quiana Berry, Gina Ugarte, Gregory Rosenberg

Meeting called to Order at 1:50 PM by vice chairperson Jeffrey Ewell.

Motion: (Manny Lopez) to approve meeting agenda.

Second: David Taylor

Motion carries by unanimous vote.

Motion: (Anthony Cuevas) Omnibus approval of the approvals accepted at the Association Budget Committee:

- to approve minutes of the September 19, 2019 meeting with amendments
- to approve \$80,000 in base budget funding for student clubs and organizations
- to approve the Inter-Organizational Council budget as presented in the amount of \$13,650
- to approve the Office of Health Services budget request in the amount of \$50,160 with the additional influenza vaccines
- to approve the resolution to open two new money market accounts, earning 1.4% interest annually, in the name of the BCC Association Inc. and the Early Child Care Center (ECC)

Second: David Taylor

Motion: (Manny Lopez) To adjourn meeting.

Second: Jazmin Caldwell

Bronx Community College Association, Inc.
Board Meeting
October 17, 2019
1:30pm-2:00pm
Language Hall, room 17

Motion carries by unanimous vote.

Meeting concluded at 2:04 p.m.

Respectfully submitted,

Manny Lopez

**Inter-Organizational Council
2019 - 2020 Club Budget Request**

	Clubs Re-certified 2019-2020	Budget
1	Africa Student Association	\$1,000
2	Alpha Beta Gamma - Business Honor's Society	\$2,000
3	Art Club/Society for Artists	\$1,000
4	American Chemical Society	\$2,000
5	BCC Biology Club	\$1,000
6	BCC Business Club	\$2,000
7	BCC Film Society	\$1,000
8	BCC Food and Garden Club	\$2,000
9	BCC Math and Computer Science	\$2,000
10	BCC Media and Digital Film	\$4,000
11	BCC Modern Languages Club	\$1,000
12	BCC Nursing Club	\$3,000
13	BCC Track Club	\$1,000
14	Broncos Sport Tuner Car Club	\$1,000
15	CAMEO	\$2,000
16	Chi Alpha Epsilon Honor Society	\$2,000
17	The Communicator	\$3,000
18	Creative Writing /Thesis Club	\$4,000
19	Criminal Justice	\$1,000
20	*CUNY Coalition for Students with Disabilities (CCSD)	\$2,000
21	Dance Workshop	\$4,000
22	EGALITE Modeling Club	\$1,000
23	The English/Critical Writing Club	\$1,000
24	Future Teacher's Club	\$1,000
25	The Justice/Paralegal Society Club	\$1,000
26	Medical Lab Technician	\$2,000
27	Minority Male Educators' Club	\$1,000
28	Muslim Student Association	\$2,000
29	Phi Theta Kappa	\$4,000
30	The Radiology Club	\$1,000
31	Rainbow Alliance	\$2,000
32	Seekers Christian Club	\$1,000
33	SPE/Nanoscience	\$2,000
34	Speech, Drama and Debate Club	\$4,000
35	Spoken Word/Poetry Club	\$2,000
36	Students Veterans Association of America	\$1,000
37	Tennis Club	\$1,000
38	The Theater Workshop	\$4,000
39	*Tutor's Alliance	\$2,000

Total

\$75,000

*Applied for College-Wide Status

Details of Budget Request

ORGANIZATION'S NAME

Inter Organizational Council - IOC

BUDGET PERIOD FY 07/01/2019 - 06/30/2020

Transfers (budget modifications) may be made only by the budget committee and must be approved by the Association. Clubs only may take a modification of a maximum of 10% of an original line item without approval of the budget committee.

List below under each category an itemization of the projected OTPS expenditures dates, contracts etc where applicable:

OTPS Expense Category	Amount
1 Advertising & Promotion (Campus Media, Outside Media)	
a.	
b.	
c.	
Advertising & Promotion Total	\$ -
2 Conference Attendance	
a.	
b.	
c.	
Conference Attendance Total	\$ -
3 Contract Service	
a.	
b.	
c.	
Conference Service Total	\$ -
4 Dues/Subscriptions/Fees	
a.	
b.	
c.	
Dues/Subscriptions/Fees Expense	\$ -
5 Equipment (Name and Model)	
a.	
b.	
c.	
Equipment Total	\$ -
6 Event Insurance	
a.	
b.	
c.	
Event Insurance Total	\$ -
7 Field Maintenance	
a.	
b.	

Details of Budget Request

	c.		
		Field Maintenance	\$ -
8		Films & Films Rental	
	a.		
	b.		
	c.		
		Films & Films Rental Total	\$ -
9		Health Insurance	
	a.		
	b.		
	c.		
		Health Insurance Expense	\$ -
10		Honorariums (Bands, Performers, Speakers)	
	a.	Awards: IOC Beast Games - Teambuilding Event T-Shirts \$12X50	1250
		Bands	
		Performers - Multicultural Day	1000
		Speakers	
	b.	Awards: 1st, 2nd, 3rd Place Medals - IOC Beast Games \$8.40X50	420
		Bands	
		Performers	
	c.	Speakers	
		Awards	
		Bands	
		Performers	
		Speakers	
		Honorariums Total	\$ 2,670.00
11		Liability Insurance	
	a.		
	b.		
	c.		
		Liability Insurance Expense	\$ -
12		Meal Money (Athletics Only)	
	a.		
	b.		
	c.		
		Meal Money Total	\$ -
13		Meeting/Refreshments	
	a.	Monthly Meeting Refreshments X 8 Meetings	3280
	b.	Club Fair Events - Food/Refreshments X 2 Events	2600
	c.	Multicultural Day - Refreshments (Every Spring)	1500
	d.		
		Meetings/Refreshments Total	\$ 7,380.00
14		Official Fees	
	a.		
	b.		
	c.		
		Official Fees Total	\$ -

Details of Budget Request

15	Printing, Postage, Stationery a. b. c.		
	Printing, Postage, Stationery Total		\$ -
16	Rental Expense a. b. c.		
	Rental Expense Total		\$ -
17	Repairs & Maintenance a. b. c.		
	Repairs & Maintenance Total		\$ -
18	Stipends (SGA only) a. b. c.		
	Stipends Expense		\$ -
19	Travel Expense a. b. c.		
	Travel Expense		\$ -
20	Supplies a. b. c.		
	Supplies Expense		\$ -
21	Trophies & Awards a. Leadership Awards - Top Prizes b. Leadership Awards Reception - Trophies/Plaques \$60X35 c. IOC Officer Leadership Trainings Awards/Certificates/Frames d. Multicultural Day Supplies	<div style="border: 1px solid blue; padding: 5px; display: inline-block; margin-left: 20px;"> a. Leadership Awards - Top Prizes b. Leadership Awards Reception - Trophies/Plaques \$60X35 c. IOC Officer Leadership Trainings Awards/Certificates/Frames d. Multicultural Day Supplies </div>	500 2100 500 500
	Trophies & Awards Expense		\$ 3,600.00
22	Uniforms a. b. c.		
	Uniforms Expense		\$ -
23	FICA a.		
	FICA Expense		\$ -
24	Medicare Tax a.		
			0

Details of Budget Request

		Medicare Tax Expense	\$ -
25	NYS Unemployment Insurance		
	a.		0
		NYS Unemployment Insurance Expense	\$ -
26	Worker's Compensation		
	a.		
		Worker's Compensation Expense	\$ -
27	Payroll Processing		
	a.		
		Payroll Processing Expense	\$ -
28	Other Expenses		
	a.		
	b.		
	c.		
	d.		
	e.		
	f.		
		Other Expenses	\$ -

Details of Budget Request

ORGANIZATION'S NAME

Office of Health Services

BUDGET PERIOD FY 07/01 /19__ - 06/30/20____

Transfers (budget modifications) may be made only by the budget committee and must be approved by the Association. Clubs only may take a modification of a maximum of 10% of an original line item without approval of the budget committee.

List below under each category an itemization of the projected OTPS expenditures dates, contracts etc where applicable:

	OTPS Expense Category	Amount
1	Advertising & Promotion (Campus Media, Outside Media)	
	a. Get to Know OHS banners for new incoming students: 2@ 180.00 each	\$360.00
	Health Education Materials: Tobacco- 1.50x 500=750.00, Vaping- 1.50X500=\$750.00,	
	b. STDs 1.50x500=\$750.00, Reproductive Health- 1.50x500=\$750.00.	\$3,000.00
	Advertising & Promotion Total	\$3,360.00
2	Conference Attendance	
	a.	
	b.	
	c.	
	Conference Attendance Total	\$ -
3	Contract Service	
	Midterms and Finals week stress relief Massage on the go \$1,500/per week	
	a. (midterm, finals spring and fall semesters)	\$6,000.00
	Health educational virtual reality topics, student placed in car to experience hazards	
	b. with driving impaired or while distracted	\$2,500.00
	Contract Service Total	\$8,250.00
4	Dues/Subscriptions/Fees Expense	
5	Equipment	
	a. Examination Bed	\$1,500
	b. Digital Scale	\$350.00
	c. BP Cuff	\$150.00
	d. Wheelchair	\$500.00
	e. Privacy Screens 4 @ \$200.00 each	\$800.00
	f. Medical Exam Magnifying light - 2 @ \$650 each	\$1,300
	g. Arm sling, 20 @ 20.00 each	\$400
	h. crutches 2 @\$150.00 each	\$300
	i. <u>2@50.00 each</u>	\$100
	j. Pulse oximeter sensor cable 2 @ 150.each	\$300.00
	k. 2 digital thermometers (thermoscan)	\$100.00

Details of Budget Request

		Equipment Total	\$5,800.00
		Event Insurance	
6			\$ -
	a.		
	b.		
	c.		
		Event Insurance Total	
		Field Maitneance	
7			\$ -
	a.		
	b.		
	c.		
		Films & Films Rental	
		Health Educational Webinars on Alcohol, substance abuse, testing while driving, risky sexual behavior. 4 webinars at \$750 each,.	
8		Films & Films Rental Total	\$3,000.00
		Health Insurance Expense	
9			\$ -
	a.		
	b.		
		Honorariums (Bands, Performers, Speakers)	
10		Speakers: Men's Health Initiatives, Women's Health Fair, Spring Wellness Fair	
	a.	Collaborations with LGBTQI (health and well being for the LGBTQI community,	
		Honorariums Total	\$2,850.00
		Liability Insurance	
		Liability Insurance Expense	
11			\$ -
	a.		
	b.		
	c.		
		Meal Money (Athletics Only)	
12		Meal Money Total	\$ -
	a.		
		Meetings/Refreshments Health Education Programs	
13		Meeting/Refreshments 10 programs per semester	\$ 6,000.00
	a.	Men's Health Initiatives, Women's Health Fair, Spring Wellness fair	

Details of Budget Request

	Official Fees		
14			
	Official Fees Total		\$ -
b.			
	Printing, Postage, Stationery		
15			
a.	Printing, Postage, Stationery Total		\$ -
16			
a.			
b.	Rental Expense Total		
c.			\$ -
	Repairs & Maintenance		
17			
a.			
b.	Repairs & Maintenance Total		
c.			\$ -
	Stipends (SGA only)		
18			
a.			
b.	Stipends Expense		
c.	Travel Expense		\$ -
19			
a.			
b.			
20	Supplies		\$ -
	Flu Vaccines 100 vaccines @ \$20.00 each		\$2,000.00
	Hand sanitizers 3,000@2.50 each		\$7,500.00
	CLIA Waiver to perform pregnancy tests (\$200.00 fee)		\$200.00
	Pregnancy Tests 200 kits @\$6.00 each		\$1,200.00
	Nutrition bars 200@5.00 each		\$1,000.00
	Fit Bit pedimoters 600 @\$15.00 each		\$9,000.00
	Supplies Expense Total		\$19,400.00
21	Trophies & Awards		
a.			
b.	Trophies & Awards Expense		
c.	Uniforms		
22			
a.			

Details of Budget Request

	b.	Uniforms Expense	
	c.	FICA	\$ -
23		FICA Expense	
	a.	Medicare Tax	\$ -
24		Medicare Tax Expense	
	a.	NYS Unemployment Insurance	\$ -
25		NYS Unemployment Insurance Expense	
	a.	Worker's Compensation	\$ -
26		Worker's Compensation Expense	
	a.	Payroll Processing	\$ -
27		Payroll Processing Expense	
	a.	Other Expenses	\$ -
28	a.		
	b.		
	c.		
	d.		
	e.		
	f.	Other Expenses	\$ -

Bronx Community College Association, Inc.

Resolution Number: 2020-01

RESOLUTION AUTHORIZING THE OPENING OF TWO (2) NEW MONEY MARKET ACCOUNTS IN THE NAMES OF BCC ASSOCIATION, INC. AND THE EARLY CHILDHOOD CENTER.

WHEREAS, Bronx Community College Association, Inc. (BCC Inc.) is a separately incorporated, 501c3 Not-for-profit entity created "to concern itself with the welfare of students of Bronx Community College) and with the funding of student activities from Student Activities Fees.

WHEREAS, the Association does not operate for profit and no revenues of the corporation will inure to the benefit of any officer or director of the Association, but will be used solely to support and promote the purposes stated above.

WHEREAS, both the BCC Association, Inc. and ECC have cash balances in excess of \$1M. In the case of the Association, approximately \$800K is earning 0.1% interest annually, while the ECC is currently not earning interest on its cash balance.

WHEREAS, the current rate on Money Market accounts with Citibank is 1.4% or 14 times their CD rates.

BE IT RESOLVED, the BCC Association, Inc. hereby approves the opening of two (2) new Money Market accounts in the names of BCC Association Inc. and the Early Childhood Center to benefit from the higher available rates.

