AGENDA
Bronx Community College Association, Inc.
Board and Budget
October 25, 2024
4:00pm-5:00pm
LO – 200

- **Approval of Minutes**
- **Elections of Vice Chair**
- **Budget Requests:**
  - **Student Life**
  - **Inter-Organizational Council (IOC)**
  - **Health Services**
- **New Business**
- **Old Business**
- **Adjournment**

Bronx Community College Association, Inc.
October 25, 2024
4:00pm-5:00pm
LO - 200

Attendees: Manny Lopez, David Taylor, Daniel Lazarus, Cadell Canzuis, Juan Vasquez, Mary Velez, Noelia Tavarez

Guests: Elaidy Almanzar

Budget meeting called to order by Manny Lopez at 4:50 pm.

The Office of Student Life Budget Proposal was presented by Elaidy Almanzar. Budget overview below:

- Office Supplies - $5,000
- Books - $2,000
- Promotions Expense - $15,000
- Food Services and Catering - $20,000
- Conference Travel - $4,000
- Conference Registration - $4,000
- Services/Cleaning - $4,000
- Shipping - $1,000
- Rentals Equipment - $5,000
- Meister Hall Furniture - $5,000
- Computer Software - $5,500
- Services Training - $9,000
- Entertainment - $10,000
- Professional Memberships - $12,500
- Collaborative Initiatives - $10,000

Motion: (C. Canzius) To approve the Office of Student Life budget as presented in the amount of $112,000.

Second: (J. Vasquez)

Motion approved by unanimous vote.

Inter-Organizational Council (IOC) Student Club total budget proposal presented by Juan Vasquez. Budget overview below:

- Returning clubs base budgets - $33,000
- New clubs base budgets - $6,000
- IOC Budget Food and programming - $18,739.27

Motion: (C. Canzius) To approve the IOC total budget in the amount of $57,739.27

Second: (N. Tavarez)

Motion approved by unanimous vote.

Health Services budget proposal presented by Manny Lopez. Budget overview below:

- Contractual Services - $12,500
- Equipment - $3,400
- Honorariums - $3,000
- Supplies - $6,100

Motion: (C. Canzius) To approve the Health Services budget in the amount of $25,000

Second: (N. Tavarez)

Motion approved by unanimous vote.

Board meeting called to order at 5:14 pm.

Unanimous Omnibus approval of Student Center, IOC and Health Services budgets.

Motion: (D. Lazarus) To approve the Health Services budget in the amount of $25,000

Second: (J. Vasquez)

Motion approved by unanimous vote.

Vote to have next meeting via zoom rather than in person.

Motion: (D. Lazarus) To approve next meeting via Zoom

Second: (N. Tavarez)

Motion approved by unanimous vote.

Motion: (J. Vasquez) Adjourn budget meeting at 5:16pm.

Second: (N. Tavarez)

Motion approved by unanimous vote.

Respectfully submitted,

Mary Velez

Student Center Council Budget 2024-25

	Projected Budget Lines 24-25	Budgets
1	Office Supplies	$5,000
2	Books	$2,000
3	Promotions Expense	$15,000
4	Food Services and Catering	$20,000
5	Conference Travel	$4,000
6	Conference Registration	$4,000
7	Services-Cleaning	$4,000
8	Shipping	$1,000
9	Rentals - Equipment	$5,000
10	Meister Hall Furniture – Equipment	$5,000
11	Computer Software	$5,500
12	Services - Training	$9,000
13	Entertainment	$10,000
14	Professional Memberships	$12,500
15	Collaborative Initiatives	$10,000
	TOTAL =	**$112,000**
	Estimated Grand Total =	**$112,000**

IOC approved. 10.25.24 – We are giving up projection mention deadlines 10/11 for ~~Re~~ existing Chapters. 10/25 for new Chapters

Inter-Organizational Council Budget 2024-25

	Projected Re-certified 24-25 ①	Budgets
1	Biology Club	$1,000
2	CAMEO Club	$1,000
3	CUNY Coalition for Students with Disabilities	$2,000
4	First Year Connection	$2,000
5	Food and Gardening	$2,000
6	Media and Digital Film	$4,000
7	Medical Assistant Club	$1,000
8	Medical Laboratory Technician	$2,000
9	Music Club	$1,000
10	Muslim Student Association	$2,000
11	Nursing and Allied Science (Rad Tech)	$1,000
12	Parents of the Early Childhood Center	$1,000
13	Phi Theta Kappa	$4,000
14	Psychology Club	$1,000
15	Spirit Club	$1,000
16	Spoken Word	$2,000
17	Sports & Workout Club	$1,000
18	Theater Workshop	$2,000
19	The Video Gaming Club	$1,000
20	Veterans Club	$1,000
	If we are asking for – **Total =**	**$33,000**
		$39,000
	IOC Budget Projected 24-25 ② for IOC operations – monthly, club fairs,	
1	New Clubs	$6,000
2	Food and Programming	$18,739.27
	Total =	**24,739.27**
	Food at all events	
	Semester Lead Club Fair	
	to be back – Student Leadership award	
	– add'l money clubs might need	
	– Ice Cream truck, inflatables / Collaborations, movie night	
	Estimated Grand Total =	**57,739.27**

Details of Budget Request

PRINT ORGANIZATION'S NAME: Office of Health Services

BUDGET PERIOD FY 07/01 __2024____ - 06/30 2025

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	Contractual Services	
a.	vaccine refrigerator service and maintainance	4500
b.	therapuetic masssage de-stress for final exams	3000
c.	syringe and blood product disposal	5000
	Contractual Service Total	**12500**
4	**Dues/Subscriptions/Fees**	
a.		
b.		
c.		
	Dues/Subscriptions/Fees Expense Total	$ -
5	Equipment (Name and Model)	
a.		
b.		
c.		
		$ -
6	Event Insurance	
a.	examination bed (1)	1300
b.	vital signs monitor	1200
c.	stethescope	200
d.	glucometer kit (includes test stips, etc.)	500
e.	pulse-oximeter	200

Details of Budget Request

	Equipment Total	3400
	Event Insurance Total	
7	Field Maintenance	
	a.	
	b.	
	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. Health and Wellness Speakers	3000
	Bands	
	Performers	
	Speakers	
	b. Awards	
	Bands	
	Performers	
	c. Speakers	
	Awards	
	Bands	
	Performers	
	Speakers	
	Honorariums Total	**$ 3,000.00**
11	Liability Insurance	
	a.	
	b.	
	c.	
	Liability Insurance Expense	$ -
12	Meal Money (Athletics Only)	
	a.	
	b.	
	c.	
	Meal Money Total	$ -
13	Meeting/Refreshments	
	a.	
	b.	
	c.	
	Meetings/Refreshments Total	$ -

Details of Budget Request

14	Official Fees		
	a.		
	b.		
	c.		
		Official Fees Total	$ -
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.	sterile gloves	$ 2,000.00
	b.	needles for vaccines	$ 1,800.00
	c.	syringes for vaccines	$ 1,800.00
	d.	alcohol wipes	$ 500.00
		Supplies Expense Total	**$ 6,100.00**
21	Trophies & Awards		
	a.		
	b.		
	c.		
		Trophies & Awards Expense	$ -
22	Uniforms		
	a.		
	b.		
	c.		
		Uniforms Expense	$ -

Details of Budget Request

23	FICA		
	a.		
		FICA Expense	$ -
24	Medicare Tax		
	a.		
		Medicare Tax Expense	$ -
25	NYS Unemployment Insurance		
	a.		
		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	
	Total		**25,000.00**