**COLLEGE ASSOCIATION MEETING**

**March 16th, 2011**

Members Present: Eija Ayravainen (chair), Tatyana Gleyzer, Robbie Hassel, Amanda Tang, David Wexler, Teneia Wooten, Jessica Zannicos

Nicole Hector –Hutchinson non-voting representative of the College Association Office

Eunice Lewis-Broome-Non-Voting Member

Written Proxies: NONE

# Approval of Minutes – March 2, 2011 – unanimously approved

1. **Budgets**

***EARMARK***

Hunter Envoy $22,310.87 unanimously approved 1\*

GSA Departmental $4,800.80 unanimously approved 2\*

The Green Initiative Fund $44,682.54 unanimously approved

SRC General $40,000.00 unanimously approved 3\*

SRC Salaries $12,613.25 unanimously approved

USG Clubs $4,000 unanimously approved

***GSA Clubs***

GUAPA $400 unanimously approved

***USG Clubs***

Dance Speaks Out $3063.88 unanimously approved 4\*

Jazz Improv Club $2400.00 unanimously approved 5\*

Polish Club $3000.00 unanimously approved 6\*

Physics Club $1045.00 unanimously approved 7\*

Russian Club $1000.00 unanimously approved 8\*

Student Veterans Club $900.00 unanimously approved 9\*

Ultimate Frisbee Club $1113.00 unanimously approved 10\*

1. **Line Transfer/Budget Modification:**

GSA Special Projects $6000.00 unanimously approved

Economics $417.91 unanimously approved

Club India $1212.00 unanimously approved

1. **Line Transfers:**

Intercollegiate Athletics $5000 unanimously approved

Alpha Phi Omega $350 unanimously approved

Hostos Puerto Rican Club $200 unanimously approved

Production Club $1088 tabled 11\*

1. **Budget Modification:**

Hunter Envoy $600 unanimously approved

Hunter Envoy Position Change unanimously approved

Hunter Envoy $2254.00 unanimously approved

1. **INCOME EARNED:** NONE
2. **NEW BUSINESS:** College Association Chair, Eija Ayravainen, requested that all CA members read policies regarding Student Activity Fees and College Association Bylaws. Vice President Ayravainen also requested that CA members hold questions regarding Student Activity Fees or policy until Budgets, Modifications, Line Transfers and Income Earned have been reviewed.

Nicole Hector-Hutchinson informed the College Association that the Envoy did not follow proper purchasing procedures for issues 6 and 8. Ms. Hector-Hutchinson also noted that the Envoy should be aware of procedures as they have been given a pass in the past for such violations of purchasing procedures.

Vice President Eija Ayravainen suggested that the Envoy be notified in writing that they must submit a purchase requisition before printing. The College Association unanimously agreed that if the Envoy prints any future issues without a purchase requisition, funds will be taken from their earned income. Teneia Wooten will send a notification letter to the Envoy and the vendor.

1. **OLD BUSINESS**: NONE

A motion to adjourn was made seconded and unanimously approved.

 Respectfully submitted,

 Teneia R. Wooten

NOTES:

1. A question was raised about caps for Envoy salaries. Nicole Hector-Hutchinson informed the College Association that the salaries cannot exceed the stipend amount. Ms. Hector-Hutchinson will locate the stipend policy and the College Association will revisit the Envoy stipends and stipend policy.
2. Jazz Improv Club’s budget is approved pending President and Treasurer attended and the mandatory CA budget workshop.
3. GSA Departmental - Corrected budget amount.
4. Tatyana Gleyzer suggested that USG talk to Frank Steen of ICIT about leasing copy machines.
5. Dance Speaks Out must seek approval for fundraiser and reconcile funds with the Office of Student Activities. Must have camera tagged.
6. Polish Club should contact USG concerning space renovation funds.
7. Physics Club cannot pay for Physics professor lunch. See Line 5: Meal Allowance for Travel – Lunch with a Physics Professor of the Physics Club Budget.
8. Russian Club must change Line 5: Entry Fees/Tickets- Culture Visit: Brighton Beach and Restaurant to increase the number of students going and reduce the dinner cap to $20.00.
9. Student Veterans Club – Corrected budget amount
10. Ultimate Frisbee Club’s budget is approved pending club chartering. Club must follow CUNY Trip Guidelines and trips must be approval by the Office of Student Activities. Club must provide proof of insurance for tournaments.
11. Production Club line transfer tabled until the club explains the request to transfer $1,088 for flyers. The College Association would like to know the purpose and the cost per flyer.