



The State University of New York  
Student Assembly

**Michael Braun**

Chair, F & D

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Committee on Finance and Development

Chair Michael Braun, Presiding

Conference Phone Call, 9:30 p.m.

### **1. Call to Order**

The meeting was called to order by Michael Braun, Chair of the Committee, at 9:32 p.m.

### **2. Roll Call**

Attendance was taken by Michael Braun.

Members Present:

Mr. Michael **Braun**, the Chair, of Oneonta

Mr. Jakob **Webster**, the Vice Chair, of the Polytechnic Institute

Mrs. Amanda **Demma**, of Stony Brook

Mr. Conner **Wolfe**, of Brockport

Mrs. Nicole **Pereira**, Vice President, of University at Albany

Mr. Alex **George**, of University at Albany

Mrs. Sarah **Petrak**, of University at Albany

Guests Present:

Mr. Christopher **North**, of Suffolk County Community College

Mrs. Sam **Palermo**, of Oneonta

Members Absent:

Mrs. Carolyn **Sheridan**, of Fredonia

Mr. Darren **Pikul**, of Oneonta

Mr. Manik **Elahi**, of University at Albany

Mr. Marc **Cohen**, President, of University at Albany

Mrs. Margaret **Ketchen**, Secretary, of Schenectady County Community College

Mr. Rey **Muniz III**, of University at Albany

### **3. Approval/Amendment of Agenda**

Motion to accept Agenda for 7/9 by Christopher North. Seconded by Jakob Webster. Approved by 7-0-0 vote.

### **4. New/Old Business**

The Chair entertained a discussion held by first the Chair, followed by the Vice Chair. The Chair presented updates to the strategic plans of the committee within the following topics:

- **Purpose of the Finance & Development Committee:** The Chair provided new members with a description of what the Finance & Development Committee will be responsible for in the upcoming year. It will be a primary resource for the Chair, in his role as the CFO, to ensure the accuracy and efficiency of his work, while establishing a stronger focus on the financial development of SUNY SA, through fundraising initiatives.
- **Fiscal Year 2016 Update:** The fiscal budget for SUNY SA's 2016 budget was officially closed at the end of June, where it was necessary for SUNY SA to use all remaining funds, to preserve our leverage for a budget increase in the near future. Thanks to the fiscally conservative efforts of our previous CFO, SUNY SA had \$3,400 remaining for the year. The remaining money was used to purchase merchandising materials, such as shirts, pens, water bottles, and a variety of other materials, which will be used for our upcoming conferences.
- **Budget for 2017-2018:** Reimbursements were made for some members who attended New York City Pride, which has been taken out of our 2017-2018 budget instead of the previous fiscal year. The Chair discussed opportunities to use remaining funds to assist Representatives in their travel expenditures. Conner Wolfe, a SUNY SA Representative, requested that a state rate be released for rental cars, and that information be disclosed to all Representatives.

- **Vice Chair for Development Plan of Action:** After a recent conference call with the Impact Foundation & Research Foundation, the Chair discussed his plan to create a new position within the F & D Committee, focused on fundraising and coordination with the Impact Foundation, to grow SUNY SA's annual budget. There is currently an internal search for candidates, as it remains exclusive to the committee and the request of the Chair. The job description was reviewed by the committee. Motion to approve the job description by Alex George. An amendment was added, requesting the inclusion of internal and external networking skills as a qualification, and that the position include "long-lasting relationships with potential sponsors" as a desired fulfillment. Motion to add the amendment by Christopher North. Both the amendment and motion to approve were seconded by Jakob Webster. The amendment was approved by a 7-0-0 vote. The motion to approve was approved by 7-0-0 vote.
- **Student Fees and Fee Exploration Conservation:** The Chair discussed student fee transparency on campuses, and the need for consultation between students and local campus administration. Vice President Nicole Pereira requested that the Chair review a previous resolution's requests for campus audits, to determine the need for a comprehensive audit of SUNY campus fees.
- **Future Meeting Times:** The Chair asked if the committee would prefer to move the meeting times from Sundays at 9:30 p.m., to which the committee did not show any preference.

The Chair then provided the Vice Chair the opportunity to report on his updates for the committee. They included the following:

- **CFO Contact Sheet:** The Vice Chair has begun to develop a CFO Contact Sheet, that will allow for the committee to reach out to the financial officers of SUNY campuses when needed.
- **Candidate Contact Information:** The Vice Chair requested that, if anyone present had suggestions for interested candidates in the Vice Chair for Development position, that their contact information be sent to him so that they may be contacted, and invited to the committee's next meeting.

## **5. Open Discussion**

The Chair opened the floor to general discussions. Seeing none, the Chair then closed the floor.

## **6. Adjournment**

Seeing no further business, the Chair immediately adjourned the Committee on Finance and Development until the call of the Chair.

No objections were made to the Chair's intended action.

Seeing no objection, the Chair ordered the Committee adjourned until the call of the Chair at 9:57 p.m.

These minutes were prepared and submitted by the Vice Chair of the Committee pursuant to the Bylaws of the Student Assembly, Article VIII, Section 1, Subsection B and Article VIII, Section 2, Subsections B and C.

Respectfully submitted,

Jakob Webster

F & D Committee