



Student Association Board of Finance
Meeting Minutes
March 25th, 2020 – 6:45 PM
Video Conference Call

I. Call to Order and Roll Call

II. Approval of the Minutes

1. Motion to approve by Zhang
2. Second by Simon

III. Public Comment

1. No public comment

IV. Chairs' Report

1. Samuel Salazar, Chairman of the Board of Finance
 - i. I hope everyone is well during these tough times. Town Hall tomorrow, therefore, might move meeting up to 5:00 pm. Senate budget meeting will be through zoom. Rollcall over zoom and I will Chair. External and Internal. Two groups have appealed so far. I helped one of the groups fix their budget. Last Board of Finance is April 14th and then we will adjourn forever.
2. Molly Donelan, Vice-Chairwoman of the Board of Finance.
 - i. No report.

V. Comptroller's Report

1. Tony Kelley, Comptroller
 - i. Life is a mess, a lot to deal with. President and Chief of Staff and I started a student association covid-19 task force. We need to represent the students. Tax returns are signed virtually, got it finished. Trying to get the audit going. Payroll will be direct deposit. Ready to get the next Comptroller and Deputy Comptroller approved and get this budget going.

1. Zhang – The University has its own COVID-19 task force, does it have students?
2. Kelley – There are no students on the university task force.
3. Salazar – Audit letter?
4. Kelley – Credit, vacation policy, and
5. Salazar – How is the COVID-19 SA Task force?
6. Kelley – We are getting it done. This University is making a lot of mistakes and we are trying to the voice the student’s concerns. The SA task force is just trying to help our people
7. Salazar – Refunds will be done for housing and dining. What about the student activity fee?
8. Kelley – No, it’s not feasible and it would only be around \$20 per student. We would have to jump too many hurdles I can use that money to better the experience when they come back next semester. We are going to have Parkfest the beginning of next semester and the normal 2021 parkfest in the spring semester.
9. Zhang – CUNY allowed a longer spring break, but SUNY didn’t. We need to talk about this tomorrow at the town hall. Any vetted questions?
10. Kelley – Although we are angry and passionate, we need to respectful tomorrow and professional at the town hall. Vet questions for sure.

VI. Senate Report

1. Sabra Simon, Chair of the Appropriations Committee
 - i. No student groups have come yet, except one for new and unfunded. We will be having a meeting
 1. Daquial – For new and unfunded groups, are they going to get penalized for not spending it?
 2. Simon – No, you shouldn’t get penalized.
 3. Daquial – Can they spend it next year?
 4. Simon – No.

VII. Budgetary Business

1. None

VIII. Unfinished Business

1. None

IX. New Business

1. Comptroller interview – James

- i. Isaiah James – Junior at UAlbany and an Albany local. Been in Student Association since Freshman year in Senate and in the Office of the Comptroller.
- ii. Kelley – What was my worse quality as a leader?
- iii. James – You put way too much time into it.
- iv. Kelley – How will you avoid that?
- v. James – That used to happen to me last year, but I worked on it this year. This next year I have less credits to obtain so I will be more free to put in 25-30 hours a week.
- vi. Zhang – What has been the most effective change?
- vii. James – This year we focused more on helping student groups.
- viii. Zhang – Will you have a financial leadership summit again?
- ix. James – Yes, it was very successful. After we do that in the fall though, we end up seeing new student group e-boards in the spring. We need to provide training sessions before they take the exam.
- x. Kelley – What experience do you have in internal financial controls?
- xi. James – KAS, tutoring services, and other orgs. I also worked for the Office of the New York Comptroller. I learned how internal controls can be operated and operated well.
- xii. Kelley – Name a time when you had to convince either myself, Nick, or the past comptroller to do something?
- xiii. James – I had to convince Pat to fix a huge pile of PRs before the next administration took office.
- xiv. Zhang – What do you plan to do as Comptroller?
- xv. James – More care for Student groups and get more turnout to Dippikill.
- xvi. Kelley – How much is in our reserves account?
- xvii. James - \$50,000, 30% of whatever is left over goes into our budget.
- xviii. Kelley – Clarified** it is \$600,000. What is our insurance umbrella?
- xix. James – I don't know.
- xx. Kelley - \$6,000,000 is the answer.
- xxi. Zhang – What was your biggest teaching moment?
- xxii. James – Going from the Legislative branch to the Office of the Comptroller. The amount of responsibilities I had to take on was a teaching moment.

- xxiii. Kelley – Name of the company that oversees our investment account?
- xxiv. James – Northwestern mutual
- xxv. Kelley – How much is in that investment account.
- xxvi. James - \$3,000,000
- xxvii. Salazar – What reports does the BOF need and how do you plan on delivering them?
- xxviii. James – Internal expenditures reports need to be given to BOF and the Senate.
- xxix. Salazar – How do you plan on keeping Amy and Tanner in the loop?
- xxx. James – Even though it is just two I need to keep them in the loop. I will email the Board when I have to and I will give my contact info.
- xxxi. Salazar – How do you plan on working with the next Board of Finance Chair?
- xxxii. James – I think it is extremely essential to work together. I will try to go to every Board meeting and also have one-on-one meetings with the BOF chair.
- xxxiii. Kelley – How much money did Dippikill bring in last year?
- xxxiv. James – Less than the year before.
- xxxv. Kelley – What is the Comptroller’s dippikill position?
- xxxvi. James – CFO, Chief Financial officer
- xxxvii. Kelley – Who is the Director of Dippikill?
- xxxviii. James – Justin
- xxxix. Kelley – AD of Dippikill?
 - xl. James – Heidi
 - xli. Kelley – How much do we pay UAS in the Contract?
 - xl. James – \$120,000
 - xl. Kelley – How much do we pay Campus management?
 - xliv. James – \$30,000
 - xl. Kelley – How much do we pay Campus rec?
 - xlvi. James – \$120,000
 - xl. Kelley – Programming budget?
 - xl. James – \$80,000
 - xl. Kelley – Shannon’s salary?
 - l. James – \$45,000
 - li. Kelley – Dulces?
 - lii. James – A little less, around \$35,000

- liii. Zhang – How will you prevent small student groups from falling through the cracks?
- liv. James – Monthly I want my Assistants and Deputies reaching out to all of these groups.
 - lv. Kelley – Who operates Summer stipends?
 - lvi. James – Comptroller with the campus designee.
 - lvii. Donelan – A time you disagreed with your boss?
- lviii. James – State Comptroller asked me to do a task, upload a data into a listserv. They wanted one by one but I showed how algorithms could get it done quicker. I did it nice and respectful, I didn't just say "you are wrong."
- lix. Kelley – How much was surplus last year?
- lx. James - \$70,000
- lxi. Kelley – What percent of Student association funds comes from the student activity fee?
- lxii. James - 85-90 percent.
- lxiii. Kelley – How much is in the SA Bank account?
- lxiv. James - \$1.3 million
- lxv. McCracken – Five Quad has a line for emergency supplies. Would you be in favor of policy that prioritizes Purchases requests from this line?
- lxvi. James – I have to think about it. I want to take viewpoint neutrality into account before I prioritize any request.
- lxvii. Kelley – How much is FQ's budget?
- lxviii. James – \$150,000
- lxix. Kelley – Middle Earth?
- lxx. James – \$60,000
- lxxi. Kelley – Next three largest budgets?
- lxxii. James – Fuerza Latina, ASUBA, and ASA

2. DISCUSSION –

- i. Kelley - I wish he had better knowledge of some of the accounts. He got A LOT of my answers wrong. The person responsible for the safety of all student groups will be him. He needs to know this stuff about programming and UAS.
- ii. Zhang – I'm happy we are doing this early. So we can teach him these answers.
- iii. McCracken – I believe these two can work as a team and use their pros to mesh together well.
- iv. Kelley – If a million other people applied for this position, I would still endorse Mr. James every time. He works so, so hard

at everything he does. He was been in the Student Association longer than even Shannon. He has put in more PRs more than anyone else. He is a phenomenal candidate for this position. He lacked in customer service last year, but I have seen him improved in that aspect. He communicates really well.

v. **Motion to approve Isaiah James for Comptroller nominee by Zhang, Seconded by Donelan.**

3. Deputy Comptroller interview – Ortiz

i. Adam Ortiz – Junior at UAlbany, have spent the last time as the assistant comptroller to Comptroller Kelley. I learned how to serve my student government. I went from Suffolk county community college to UAlbany which was a \$2,000 budget to a \$2.73 million dollar budget.

1. Kelley – Three reasons why there is a backlog of PRs?
2. Ortiz – Student groups with signatory powers send in their PRs late. There is a lack of communication between student group and Office of the Comptroller.
3. Kelley – Lack of communication you cited, how you would you fix that?
4. Ortiz – Make myself available longer than the required amount of office hours. Make sure my assistants are staying in close contact with out student groups.
5. Kelley – What was the most challenging project I have ever gave you?
6. Ortiz – The inventory management. I have taken the initiative to get the 2015-2016 ones done. The usability of a lot of the items don't give clear indication of what 1, 2, 3, 4, and 5 means. So I need to reach out to student group leaders all the time to figure that out.
7. Kelley – How did this project help your growth?
8. Ortiz – Understand an aspect of what organizations needed. When they are looking for an increase, I now can understand why. I learned why Five Quad and Middle Earth need certain items as well.
9. Salazar – The BOF and the Comptroller work very closely. However, we never work with the Deputies. What will you do as deputy?
10. Ortiz – Very crucial that they are able to attend executive meetings. I also believe deputy comptrollers should give reports to the Board of Finance. A required report, or a

sent in report at the very least. More elaborate reports in Senate as well.

11. Zhang – As a deputy you are going to interacting with Student orgs and administration. Can you give an example of when you really worked with a student group?
12. Ortiz – The college democrats needed a PR approved in a weeks time, and the current dems president didn't know that the credit card wasn't in use. I contacted the Comptroller to sign off on a credit card authorization form. I have expedited appropriations requests for ALPHA working with Chairwoman Simon and ALPHA's E-Board. Also, We need a ByLaw that has an emergency clause for student groups in case something like this happens (COVID-19).
13. Zhang – Any experience working with Administration?
14. Ortiz – I have talked to Zumbo about contracts. I explained that only the Comptroller could sign contracts. I have also talked to Pam many, many times in regards to Purchase requests.
15. Kelley – What was my worse quality as a leader?
16. Ortiz – You always took on more than required. And that can have an effect on your mental and physical health.
17. Kelley – How will you avoid that?
18. Ortiz – Delegate the right amount of work to assistants. To deal with stress I am going to read.
19. Zhang – Give me an example of a time when you took the initiative to make positive change.
20. Ortiz – I went ahead and made sure the Korean Student Association got their questions answered. I went down and met with them to help them get access to their budget.
21. Salazar – Doing what is right and what is popular; we witnessed the impeachment of a president. If you see an error in financial records, who would you go to?
22. Ortiz – I would go to the Board of Finance, and then Ray and Pam. We need to keep the financial integrity of the Student Association to be strong.

23. Kelley – The BOF and Comptroller work together, they oversee the finance. Can tell me the structure of the Board of Finance?
24. Ortiz – The structure of the BOF is the Chair of the Board of Finance is appointed by the Chair of the Senate and one member is the appropriations chair and there are three appointed by the president and three from the Senate chair.
25. McCracken – Are you free Wednesday nights next semester?
26. Ortiz – I will always be free Wednesday nights. Fall 2019 I went to every senate meeting and Spring I went to as many as possible.
27. Zhang – What was your biggest failure?
28. Ortiz – I am in Mock Trial and I wasn't able to dedicate a lot of time to SA during regionals, I also wasn't transparent to the office about my problems with some of the processes.
29. Kelley – What is the process for using the credit card?
30. Ortiz – Supposed to sign up for a credit card request to the office. Then you send it to OSI (Pam). After that approval, the office of the comptroller would notify the group to schedule an appointment.
31. McCracken – Five Quad has a line for emergency supplies. Would you be in favor of policy that prioritizes Purchases requests from this line?
32. Ortiz – I would favor that line. They should be funded by the University, but I will make sure that we are always helping them out.
33. Zhang – What lesson did you learn as an Assistant Comptroller?
34. Ortiz – People with more experience are the best people to go to. They give the best advice, just like respecting your elders.
35. Salazar – Teamwork is important. Are you ready to be a team member?
36. Ortiz – Yes, of course. I am also ready to be a leader in times of conflict. I am ready to direct traffic and ideas.

ii. DISCUSSION

1. Kelley – If he doesn't know the answer, he will never say that. He will just fill in the blanks. It is okay to not know the answer. He didn't really know a lot of the key policies and procedures. Even if there was more people who applied, I would still endorse him for Deputy Comptroller over anyone else. When I first met him he told me he wanted to work for me and even since he came on he has been reliable, professional and intelligent.
2. Zhang – How would you go about training in that area?
3. Kelley – The best thing to do is hip-to-hip training between me and the next comptroller and the next deputy.
4. Salazar – I understand when you don't know the answer. I didn't know everything when I ran for Chair.
5. **Motion to approve Adam Ortiz for Deputy Comptroller nominee by Donelan, Seconded by McCracken.**

X. Closing Roll and Adjournment

1. Motion to Adjourn – Donelan
2. Second – McCracken