



Suite 350 Student Union Amherst, New York 14260
(716) 645-2950 fax: (716) 645-2112 www.sa.buffalo.edu

University at Buffalo Student Association Inc.

Board of Directors

Meeting Minutes

May 5, 2021

Zoom

Present

Nelaje Branch, Sayan Trotman, Omar Carrera, Emma Elliott, Justin Barnes, Austin Wolfgang, Josephina Nimarko, Azriena Jones, Cassandra Ramsay, Fatou Diop, Ghuzlan Alhaddad

Absent

Saymya Pandey

Guests

Joshua Korman, SA Attorney; Marc Rosenblitt, SA Entertainment Coordinator

Call to Order

Josephina Nimarko, Chair, calls the meeting to order at 9:10 pm

Approval of Minutes

Josephina Nimarko, Chair presents Board of Directors Meeting Minutes for the April 7, 2021 meetings of the Board for review and approval

Motion to approve the minutes by Austin Wolfgang

Second Nelaje Branch

Omar Carrera Yes

Emma Elliott Yes

Justin Barnes	Yes
Austin Wolfgang	Yes
Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes
Casandra Ramsay	Yes
Fatou Diop	Yes
Josephina Nimarko, Chair	Abstain

Yes - 9, No - 0, Abstain -1

Motion passes

Conclusion: April 7, 2021 Meeting Minutes of the Board of Directors Approved.

Old Business

None

New Business

- I. Josephina Nimarko, Chair, presents presents 3 Bylaws amendments, Resolution #12 to Amend the By-Laws of University at Buffalo Student Association Inc (Merger of Senate and Assembly, Resolution #13 to Amend the By-Laws of University at Buffalo Student Association Inc (SUNY Student Assembly) and Resolution #14 to Amend the By-Laws of University at Buffalo Student Association Inc (removal of Sentence From Secretary Job Description)

Motion to approve resolution # 12, #13, #14 by Sayan Trotman

Second Justin Barnes

Omar Carrera	Yes
Emma Elliott	Yes
Justin Barnes	Yes
Austin Wolfgang	Yes

Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes
Casandra Ramsay	Yes
Fatou Diop	Yes
Josephina Nimarko, Chair	Abstain

Yes - 9, No - 0, Abstain -1

Motion passes

Conclusion: Resolution #12 to Amend the By-Laws of University at Buffalo Student Association Inc (Merger of Senate and Assembly, Resolution #13 to Amend the By-Laws of University at Buffalo Student Association Inc (SUNY Student Assembly) and Resolution #14 to Amend the By-Laws of University at Buffalo Student Association Inc (removal of Sentence From Secretary Job Description) approved by the Board of Directors.

- II. Josephina Nimarko, Chair, presents a resolution about the Student Affairs committee as an amendment to the Board of Director’s rules of procedure.

Motion to amend the rules of procedure by Austin Wolfgang

Second Sayan Trotman

Omar Carrera	Yes
Emma Elliott	Yes
Justin Barnes	Yes
Austin Wolfgang	Yes
Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes
Casandra Ramsay	Yes
Fatou Diop	Yes

Josephina Nimarko, Chair Abstain

Yes - 9, No - 0, Abstain -1

Motion passes

Conclusion: Board of Directors Rules of Procedure amended to include the Student Affairs Committee.

III. Josephina Nimarko, presents, Minutes from the April 28, 2021 Assembly meeting for review and approval

Motion to approve the Assembly Minutes from April 28, 2021 by Austin Wolfgang

Second Nelaje Branch

Omar Carrera Yes

Emma Elliott Yes

Justin Barnes Yes

Austin Wolfgang Yes

Sayan Trotman Yes

Nelaje Branch Yes

Azriena Jones Yes

Casandra Ramsay Yes

Fatou Diop Yes

Josephina Nimarko, Chair Abstain

Yes - 9, No - 0, Abstain -1

Motion passes

Conclusion: Assembly Minutes from April 28, 2021 Approved.

IV. Sayan Trotman, Treasurer, presents Budget Adjustment #5 for review and approval

Motion to approve the budget adjustment by Sayan Trotman

Second Nelaje Branch

Omar Carrera Yes

Emma Elliott	Yes
Justin Barnes	Yes
Austin Wolfgang	Yes
Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes
Casandra Ramsay	Yes
Fatou Diop	Yes
Josephina Nimarko, Chair	Abstain
Yes - 9, No - 0, Abstain -1	
Motion passes	

Conclusion: Budget Adjustment #5 approved.

****Ghuzlan Alhaddad enters the meeting**

- V. Sayan Trotman, Treasurer, presents the 2021-2022 Student Association Budget for review and approval

Motion to approve the budget, except for the wage list, (Office, Club, and Entertainment Budgets to be approved) by Sayan Trotman

Second Austin Wolfgang

Omar Carrera	Yes
Emma Elliott	Yes
Justin Barnes	Yes
Austin Wolfgang	Yes
Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes

Casandra Ramsay	Yes
Fatou Diop	Yes
Ghuzlan Alhaddad	Yes
Josephina Nimarko, Chair	Abstain

Yes - 10, No - 0, Abstain -1

Motion passes

Conclusion: The 2021-2022 Student Association Budget excluding the wage list is approved.

VI. Sayan Trotman, Treasurer, presents the 2021-2022 Wage List for review and approval

***** Austin Wolfgang, Emma Elliott, and Justin Barnes leave the meeting**

Motion to approve the listed Stipends for Treasurer, Sports Coordinator, and Engineering Coordinator by Sayan Trotman

Second Ghuzlan Alhaddad

Omar Carrera	Yes
Ghuzlan Alhaddad	Yes
Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes
Casandra Ramsay	Yes
Fatou Diop	Yes
Josephina Nimarko, Chair	Abstain

Yes - 7, No - 0, Abstain -1

Motion passes

**** Austin Wolfgang, Emma Elliott, and Justin Barnes re-enter the meeting**

*****Josephina Nimarko, Cassandra Ramsay, Azriena Jones, leave the meeting**

******Nelaje Branch becomes Chair of the meeting**

Motion to approve all other stipends and wages list for the 2021-2022 SA budget
by Austin Wolfgang

Second Sayan Trotman

Omar Carrera	Yes
Emma Elliott	Yes
Justin Barnes	Yes
Austin Wolfgang	Yes
Sayan Trotman	Yes
Fatou Diop	Yes
Ghuzlan Alhaddad	Yes
Nelaje Branch, Chair,	Abstain

Yes - 7, No - 0, Abstain -1

Motion passes

Conclusion: The 2021-2022 Student Association Budget wage list is approved.

**** Josephina Nimarko, Cassandra Ramsay, Azriena Jones, re-enter the meeting**

***** Josephina Nimarko becomes chair of the meeting**

Announcements

None

Adjournment

I. Motion to Adjourn by Sayan Trotman

Second Justin Barnes

Omar Carrera	Yes
Emma Elliott	Yes
Justin Barnes	Yes

Austin Wolfgang	Yes
Sayan Trotman	Yes
Nelaje Branch	Yes
Azriena Jones	Yes
Casandra Ramsay	Yes
Fatou Diop	Yes
Ghuzlan Alhaddad	Yes
Josephina Nimarko, Chair	Abstain

Yes - 10, No - 0, Abstain -1

Motion passes

Conclusion: Meeting of the Board of Directors Adjourned at 9:43pm.

Resolution #12 to Amend the By-Laws of
University at Buffalo Student Association Inc.

(Merger of Senate and Assembly)

BE IT RESOLVED THAT in Article III of the University at Buffalo Student Association Inc. (“SA”) By-Laws, the text “the Assembly,” shall be removed;

AND BE IT RESOLVED THAT Article IV of the SA By-Laws shall be retitled “The Senate and Executive Committee”;

AND BE IT RESOLVED THAT Sections 4.01 and 4.02 shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT Section 4.03(a)(i)(ix) shall SA By-Laws of the By-Laws shall be replaced with “The Student Affairs Director”;

AND BE IT RESOLVED THAT in Section 4.03(a)(ii) of the SA By-Laws, the text “, Student-Wide Judiciary or Assembly” shall be replaced with “or Student-Wide Judiciary”;

AND BE IT RESOLVED THAT in Section 4.03(a)(iii)(b) of the SA By-Laws the text “one hundred (100)” shall be replaced with “fifty (50)”;

AND BE IT RESOLVED THAT the following text shall be added at the end of Section 4.03(a) of the SA By-Laws:

- (iv) In addition to any other provisions relating to the removal of a Senate member contained in these By-Laws, a member of the Senate may be removed from the Senate by 2/3 majority vote of the Senate for Cause. “Cause” shall have the same meaning as cause for suspension of an officer set forth in Section 8.02 of these By-Laws. Except in an emergency, the Senator who may be removed and the Chairperson of the Senate (if any) must be provided with at least 72 hours notice

that such Senator's removal will be considered at a specific Senate meeting(s), a copy of any resolution to be considered relating to the Senator's removal, and stating specifically the alleged cause(s) for such removal, and the date, time and place of such meeting(s); any Senator may provide such notice.

- (v) Upon vacancy of a Senator (excluding Ex-Officio Members of the Senate), the Senate shall elect a new Senator; that new Senator shall not be a member of the Student Association staff or Student-Wide Judiciary.

AND BE IT RESOLVED THAT Section 4.03(b)(viii) of the SA By-Laws shall be replaced with, "Enact resolutions concerning issues of importance to the undergraduate student body in regards to issues of academic policy, student rights and student welfare."

AND BE IT RESOLVED THAT Section 4.03(b)(xii) of the SA By-Laws shall be replaced with, "Approve changes to SA's election rules."

AND BE IT RESOLVED THAT the following text shall be added at the end of Section 4.03(d) of the SA By-Laws:

- (viii) Except as otherwise stated in these By-Laws, quorum for any meeting of the Senate or Senate committee shall be fifty percent (50%) of the membership of such body (excluding vacant positions). Quorum for the Senate shall never be less than 6.

AND BE IT RESOLVED THAT in Section 4.03(g)(iii) of the SA By-Laws the text "4.03(g)" shall be replaced by "4.01(g)";

AND BE IT RESOLVED THAT Section 4.04 shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT Section 4.05(a)(i)(5) shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT in Section 4.05(b)(i)(2) of the SA By-Laws, the text “either the Assembly or Senate” shall be replaced with “the Senate”;

AND BE IT RESOLVED THAT in Section 4.05(b)(iv) of the SA By-Laws the following text shall be removed: “The minutes reflecting any action by the Executive Committee in place of the Assembly shall be presented to the Assembly at one of the following two general meetings of the Assembly, or emailed to the Speaker of the Assembly prior to the second general meeting of the Assembly following the relevant Executive Committee action.”

AND BE IT RESOLVED THAT Section 4.05(c) of the SA By-Laws shall be replaced as follows:

Quorum

A quorum for any meeting of the Executive Committee shall be three (3) members, with the exception of any meeting held in between the last day of classes of the spring semester and August 15, during which time a quorum shall be two (2) members, or if any position(s) comprising the membership of the Executive Committee is unoccupied, quorum shall be two (2) members.

AND BE IT RESOLVED THAT in Section 4.05(d)(i)(2) of the SA By-Laws, the text “Assembly or” shall be removed, and the text “these bodies are” shall be replaced with “the Senate is”;

AND BE IT RESOLVED THAT Section 5.02(a)(vii) of the SA-Bylaws shall be replaced with, “Shall have the power to call a meeting of the Senate whenever the President deems necessary.”

AND BE IT RESOLVED THAT in Section 5.02(a)(viii) of the SA By-Laws the text “Assembly or” shall be removed in each instance;

AND BE IT RESOLVED THAT in Section 5.02(a)(xi) of the SA By-Laws the text “Assembly and” shall be removed;

AND BE IT RESOLVED THAT Section 5.02(a)(xii) and Section 5.02(a)(xiii) shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT Section 5.02(b)(iii) shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT the term “Representatives” shall be replaced with “Student Affairs Director” in the title of Section 5.03, and the term “Student Affairs Representative” shall be replaced with “Student Affairs Director” in each instance throughout Section 5.03(a);

AND BE IT RESOLVED THAT in Section 5.03(a)(vii) of the SA By-Laws “non-voting” shall be replaced with “voting”, and “Assembly” shall be replaced with “Senate”;

AND BE IT RESOLVED THAT Section 5.03(a)(viii) shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT Section 5.03(b) shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT Section 5.03(d)(vii) shall be removed from the SA By-Laws;

AND BE IT RESOLVED THAT in Section 5.03(e)(iv) of the SA By-Laws the text “the Assembly,” shall be removed;

AND BE IT RESOLVED THAT in Article VI of the SA By-Laws the text “Assembly Members” shall be removed;

AND BE IT RESOLVED THAT in Section 7.02(b) of the SA By-Laws the text “Assembly Speaker” shall be removed;

AND BE IT RESOLVED that Section 9.02 of the SA By-Laws shall be retitled “Senate Action”, and the text “2/3 majority vote of the Assembly and” shall be removed from Section 9.02 of the SA By-Laws, and the text “or Assembly” shall be removed from Section 9.02 of the SA By-Laws;

AND BE IT RESOLVED that in Article XI(b) of the SA By-Laws, the text “to serve on the Assembly,” shall be removed;

AND BE IT RESOLVED that in Article XI(f) of the SA By-Laws, the text “Assembly or” shall be removed;

AND BE IT RESOLVED THAT the Sections following any Sections that have been removed under this Amendment Resolution #12 shall be renumbered accordingly; references to section numbers of the SA By-Laws contained in this Amendment Resolution #12 shall refer to the section numbers as they existed immediately prior to adoption of this Amendment Resolution #12;

AND BE IT RESOLVED THAT each voting member of the SA Assembly (as of 3:00 p.m. EST on 4/28/2021) shall fill a vacant seat on the SA Senate until the next SA Senate Election, subject to the SA By-Laws;

AND BE IT RESOLVED that the foregoing resolutions shall take effect 24 hours after they are adopted.

Resolution #13 to Amend the By-Laws of
University at Buffalo Student Association Inc.

(SUNY Student Assembly)

WHEREAS, Section 5.03(c) of the By-Laws of University at Buffalo Student Association Inc. presently states:

(c) State University of New York Student Assembly Delegates (SUNY SA)

SUNY SA Delegates represent the needs and concerns of UB students on a statewide level.

SUNY Student Assembly consists of representatives from all SUNY schools designated by the SUNY Board of Trustees.

The first UB undergraduate representative to the State University of New York Student Assembly shall be the Student Association President. Additional representatives shall be duly appointed by the Student Association President, subject to any SUNY and SUNY SA rules related to eligibility to serve in such positions.

The Student Association President shall designate one of these representatives as the SUNY SA Liaison.

NOW THEREFORE BE IT RESOLVED that the By-Laws of University at Buffalo Student Association Inc. (“SA”) shall be amended by removing Section 5.03(c), and the following sections renumbered accordingly;

AND BE IT RESOLVED that the text “SUNY SA Delegates” shall be removed from the title of Section 5.03 of the SA By-Laws;

AND BE IT RESOLVED that the foregoing resolutions shall take effect 24 hours after they are adopted.

Resolution #14 to Amend the By-Laws of
University at Buffalo Student Association Inc.

(Removal of Sentence From Secretary Job Description)

BE IT RESOLVED the following text shall be removed from the By-Laws of University at Buffalo Student Association Inc.: “The Secretary should sign a copy of the final, approved minutes and ensure that this copy is maintained in the corporate records.”

AND BE IT RESOLVED that the foregoing resolution shall take effect 24 hours after it is adopted.

RESOLVED, the Senate Rules of Procedure shall be amended to include the following as Section 8.05.

1. Section 8.05. Student Affairs Committee:

a. Duties:

- i. The Student Affairs Committee may review all resolutions submitted or referred, and resolutions concerning issues of importance to the undergraduate student body regarding academic policy, environmental initiatives, student rights, and student welfare (except for matters which fall under another Senate Committee's jurisdiction). The Committee shall generally be charged with and have jurisdiction over matters of academic policy, environmental initiatives, student rights, and student welfare (except for matters which fall under another Senate Committee's jurisdiction).
- ii. The Committee shall, upon request by the Chairperson of the Senate or as ordered by the Senate, review information referred and determine if further action is necessary before returning to the Senate.
- iii. The Committee may suggest actions to be taken by the Senate that work to solve an issue of importance which fall under the jurisdiction of the committee or of the Senate at-large.

b. Membership:

- i. The Committee shall consist of seven (7) directors six (6) of which shall be recommended by the Chairperson of the Senate, or otherwise specified in a motion or resolution, and elected by the Senate. The Student Affairs Director shall be the Committee Chair and seventh member.

RESOLVED, the sections currently listed as 8.05, 8.06, and 8.07 shall be renumbered to 8.06, 8.07, 8.08 respectively.

RESOLVED, the foregoing resolution will take effect 24 hours after being adopted.

University at Buffalo Student Association Budget Adjustment

Instructions:

This form must be completed for all budget adjustments. This form must be signed by the Treasurer, another Officer of the Student Organization and Campus Designee.

Please check one:

Budget Transfer _____
 Moving funds from one expense to another,
 (must equal zero)

Budget A/E _____
 Incremental adjustment, increase/decrease in
 revenues or expenses

Detailed description of budget adjustment:

SA Budget Adjustment #5

Account Number:	Account Description	Current Budget Amount	Adjustment Amount	Adjusted Budget
002-1501-0416	ASCE	22,598.85	(16,821.03)	5,777.82
002-1900-4220	Crew	44,786.56	(16,144.00)	28,642.56
002-1501-4721	AIAA	14,080.83	(569.00)	13,511.83
002-1100-2101	Capital Equipment	60,000.00	33,534.03	93,534.03
		141,466.24	-	141,466.24

Treasurer: Name (please print) _____

Signature _____ Date _____

Officer: Name (please print) _____

Signature _____ Date _____

Campus designee: Name (please print) _____

Signature _____ Date _____

FSA Budget A/E Input Michael R. Grela FSA Budget A/E Review _____

The initial budget adjustment had a few errors on it. This is the revised budget adjustment that has been approved by the SA Treasurer and the Campus Designee through email.

Michael Grela

From: Sayan Trotman <sayantro@buffalo.edu>
Sent: Thursday, May 6, 2021 12:17 PM
To: Thomas Vane
Cc: Michael Grela; Stephen Hagenbuch; Bethany Lewis
Subject: Re: 2021-2022 SA Budget for University Certification and SA Budget Adjustment #5

Approved.

On Thu, May 6, 2021 at 12:15 PM Vane, Thomas <tmvane@buffalo.edu> wrote:

Approved on my end.

Tom

From: Michael Grela <mrgrela@buffalo.edu>
Sent: Thursday, May 6, 2021 12:10 PM
To: Stephen Hagenbuch <snb3@buffalo.edu>; Bethany Lewis <blewis5@buffalo.edu>; Sayan Trotman <sayantro@buffalo.edu>; Thomas Vane <tmvane@buffalo.edu>
Subject: RE: 2021-2022 SA Budget for University Certification and SA Budget Adjustment #5

Hi,

I will make the corrections to the budget adjustment file if Sayan and Tom give the OK. An email approving the corrections will be sufficient.

Thank you

Michael R. Grela | Accounting Manager | Campus Dining & Shops

University at Buffalo

146 Fargo Quad, Buffalo, New York 14261

P: 716-645-5352 C: 716-228-4550 F: 716-645-6986

E: mrgrela@buffalo.edu

From: Stephen Hagenbuch <snb3@buffalo.edu>
Sent: Thursday, May 6, 2021 12:01 PM
To: Michael Grela <mrgrela@buffalo.edu>; Bethany Lewis <blewis5@buffalo.edu>; Sayan Trotman <syantro@buffalo.edu>; Thomas Vane <tmvane@buffalo.edu>
Subject: Re: 2021-2022 SA Budget for University Certification and SA Budget Adjustment #5

I'm realizing now that the current budgets were not in the adjustment. The adjustment amounts were all correct and the current budget and adjusted budget numbers should be equal to the chart below.

<u>Account Description</u>	<u>Current Budget Amount</u>	<u>Adjustment Amount</u>	<u>Adjusted Budget</u>
ASCE	22,598.85	(16,821.03)	5,777.82
Crew	44,786.56	(16,144.00)	28,642.56
AIAA	14,080.83	(569.00)	13,511.83
Capital Equipment	60,000.00	33,534.03	93,534.03

On Thu, May 6, 2021 at 11:50 AM Thomas Vane <tmvane@buffalo.edu> wrote:

Hi all,

Attached is the budget adjustment for SA. I've also saved a copy in the UB Box.

Stephen, thank you for the 2021-22 budget and I just finished approving the reqs.

All the best,

Tom

From: Stephen Hagenbuch <snb3@buffalo.edu>
Sent: Thursday, May 6, 2021 9:06 AM
To: Thomas Vane <tmvane@buffalo.edu>
Subject: 2021-2022 SA Budget for University Certification and SA Budget Adjustment #5

Tom,

Attached is the SA Board of Directors/Senate approved and SA officer signed copy of the 2021-2022 SA budget for certification by the university.

Also attached is SA Budget Adjustment #5 for review.

There are some reqs in PW Web ready for your approval.

If you have any questions please let me know.

Thank you,

Stephen

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Stephen Hagenbuch

University at Buffalo Student Association Inc.
Finance Coordinator
350 Student Union
Buffalo, NY 14260
Phone: (716) 645-2950

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Stephen Hagenbuch

University at Buffalo Student Association Inc.
Finance Coordinator
350 Student Union
Buffalo, NY 14260
Phone: (716) 645-2950

--
Sayan Trotman

**University at Buffalo Student Association
Budget Adjustment**

Instructions:

This form must be completed for all budget adjustments. This form must be signed by the Treasurer, another Officer of the Student Organization and Campus Designee.

Please check one:

Budget Transfer x Moving funds from one expense to another, (must equal zero)

Budget AJE Incremental adjustment, increase/decrease in revenues or expenses

Detailed description of budget adjustment:

SA Budget Adjustment #5

Account Number:	Account Description	Description	Current Budget Amount	Adjustment Amount	Adjusted Budget
002-1501-0416	ASCE	Money for Trailer to Capital Equipment Line		(16,821.03)	(16,821.03)
002-1900-4220	Crew	Money for Dock, scull riggers, Boat refurbish to Capital Equipment		(16,144.00)	(16,144.00)
002-1501-4721	AIAA	Money for 3d printer to capital equipment line		(569.00)	(569.00)
002-1100-2101	Capital Equipment	Money from clubs for capital equipment purchases		33,534.03	33,534.03
			-	-	-

Treasurer: DocuSigned by: please print SAYAN D TROTMAN Date 5/6/2021

Officer: Signature Name (please print) Nelaje Branch Date 5/6/2021

Campus designee: Signature Name (please print) Thomas Vane Date 5/6/21

FSA Budget AJE Input _____ FSA Budget AJE Review _____