

MINUTES OF THE KCC AUXILIARY ENTERPRISES CORPORATION BOARD OF DIRECTORS' MEETING, THURSDAY, SEPTEMBER 28, 2017, 3:30PM., ROOM A-209

PRESENT

Administration

Dr. Tasheka Sutton-Young, Chairperson  
Vice President Eduardo Rios  
Ms. Judith Cohen

Faculty

Professor Steve Janowsky  
Professor Juan Franquiz

Students

Mr. Norman Wagstaffe  
Mr. Austin Robinson  
Mr. Gelson Shoy  
Mr. Darcean Edwards  
Mr. Daron Peters  
Ms. Teniel Cowell

Independent

Mr. Joseph Tedeschi

Guest

Ms. Kim Sanchez

Dr. Tasheka Sutton-Young opened the meeting at 3:39pm.

1. Welcome and Introductions  
Dr. Sutton-Young welcomed the members of the Board. Introductions were made.
2. Minutes  
Item five in the minutes dated 9.19.17 required a word change. The minutes were then approved.
3. Conflict of Interest Policy and Statement  
Dr. Sutton-Young explained the Conflict of Interest Policy for those board members who were not in attendance at the first meeting. All Board members were asked to sign a statement indicating their understanding of, and compliance with the policy. By law, any personal affiliation to the Association or conflict, even minor in nature, must be fully disclosed to the Board. Dr. Sutton-Young asked all members to sign and date the statement.
4. Whistleblower Policy  
Dr. Sutton-Young made the Board members who were not in attendance at the first meeting aware of the purpose of this policy, which is to ensure an ethical work

environment and encourage individuals to report serious concerns or violations without retaliation or recourse. The policy describes the reporting process, whereby an employee may address his/her concern to the direct supervisor, management, the Compliance Officer or law enforcement.

5. Financial Report

Ms. Kim Sanchez gave a brief overview of the financial statements for the fiscal year '17. The financial report statements are required every year. The audit took place the last week of August and covered things such as the bookstore, cafeteria, vending, and parking, pouring rights, facilities rental and performing arts.

The Auxiliary's total operating revenue for the year ended 6/30/17 increased by 5% compared to last year. Enrollment is down but revenue is up because of a \$100,000 sign on bonus from Metropolitan our new vendor. Vending commissions increased due to a new vending agreement effective 8/1/16. The increase was offset by decreases in parking fees, cafeteria and bookstore commissions. Performing arts revenue decreased due to a decrease in ticket sales. Donated space also decreased due to a loss of space. Facilities rental fees decreased due to a reduction of space available for outside rentals

Auxiliary Enterprises paid for facility improvement of the student union. The \$600,000 grant from Senator Persad will be used to pay back the advanced account of Auxiliary Enterprises. It is currently on the books as a receivable instead of an expense. We carried over the bill for painting the student union last year.

MOTION: To accept financials. SECONDED AND APPROVED.

6. Appointment of Officers

MOTION: To appoint Norman Wagstaffe as Vice Chair. SECONDED AND APPROVED.

7. Appointment of Committees

MOTION: To appoint Darcean Edwards to the Executive Committee. SECONDED AND APPROVED.

MOTION: To appoint Austin Robinson to the Budget & Contracts Committee. SECONDED AND APPROVED.

8. New Business

Vice President Eduardo Rios advised the board of a \$100,000 expenditure made on behalf of the cafeteria. The funds will need to be repaid to the Auxiliary Enterprises.

The meeting adjourned at 4:03pm.

Respectfully Submitted,

Judith Cohen  
Secretary