

CHRP Club meeting 2

10/16/2018

as revised 11/14/18

12:10pm

Student Center

Meeting minutes

Attendance - please see attached sign in sheets

1. Sign in

- a. All CHRP members, voting members and guests, were requested to sign in using the club meeting attendance sheet

2. Pizza

- a. All CHRP members, voting members and guests, were encouraged to partake in the refreshments made available throughout the meeting

3. Welcome

- a. Introduction of CHRP council and Faculty
 - i. President - Catrisha Duret
 - ii. Vice President - Nelza Pierre-Louis
 - iii. Secretary - Keiona Ellison
 - iv. Treasurer - Nicole Boucicaut
- b. Yearbook
 - i. Pictures: headshot sign-up

4. Acknowledgement of October events/Novemeber

- BLOOD DRIVE (9am-6pm, Sodexo court)
- Coffee House 6:00pm Main Lounge
- 10/25-Cupcake decorating 6:00pm Main Lounge
- **10/26 Pick up your pumpkin for the pumpkin carving contest**
- 10/28 National Chocolate Day
- 10/29 MOVIE NIGHT 7:00pm main lounge
- 10/31 VOTE for your favorite carved pumpkin (all day)
- **10/31 KIDS TRICK OR TREATING in Res. halls**

d. Thanksgiving Dinner

5. Welcome Luncheon for Medical Informatics Program

- a. This program schedule did not permit them to participate in the welcome breakfast.
- b. Luncheon vendor was Fefitas restaurant

6. Catrisha Duret presented the proposed 2019 CHRP Council budget based on club allocation requests discussed at the last CHRP meeting.

MOTION: To approve the FY 2019 Proposed Budget as presented in Attachment 1.

All 36 non-voting members present expressed support for the proposed budget.

CHRP Council Voting members voted:

0 nay, 0 abstain and 4 yes. **Motion unanimously approved.**

7. Meeting adjourned - 12:45pm

Submitted by,



Catrisha Duret BS, RRT/PA-S
CHRP Student Council President
SUNY Downstate Medical Center
College of Health Related Professions

Faculty Student Association of DMC-Student Activity Fund				
College of Health Related Professions Student Council (CHRP)				
FY 2019 = June 1, 2018 through May 31, 2019				
Proposed Revisions Presented at 10/16/18 CHRP Council Meeting				
This update Revised 2019 Budget reflects transfers from "Programs and Project" Account to Club Accounts discussed at 9/18/18 mtg.				
Account	Description	2019 Budget submitted by prior CHRP Council	Proposed Revised 2019 Budget	Comments
Income				
				Funds not spent as of 5/31/18 become FY 2019 income. <i>Total rollover was \$13,698 of which \$ 2,462 is YrBk rollover</i>
40-40001-010	ROLLOVER INCOME	\$ -	\$ 11,236	
40-70227-010	ROLLOVER - YEARBOOK CURRENT	\$ -	\$ 2,462	YrBk retains its 5/31/18 rollover
40-49001-010	ACTIVITY FEES INCOME	\$ 18,432	\$ 18,432	based on prior yr actual
40-40002-010	Y/BOOK CURRENT-ADVERT INCOME	\$ -	\$ 1,100	<i>per Phillip Bones</i>
Total Income		\$ 18,432	\$ 33,230	<i>Formula Cell- Do not alter</i>
Program Expenses (in title alpha sequence):				
40-70009-010	ADMINISTRATION FEE	\$ 243	\$ 243	
40-70280-010	BROOKLYN FREE CLINIC	\$ 500	\$ 500	<i>Transfer to 40-70280- 012</i>
40-70230-010	club-DIAGNOSTIC MEDICAL IMAGING	\$ -	\$ 500	
40-70134-010	club-Medical Informatics Association	\$ 500	\$ 1,000	
40-70136-010	club Downstate Midwives Association	\$ 300	\$ 500	
40-70240-010	club-Student Occupational Therapy Assn (SOTA)	\$ 296	\$ 500	
40-70233-010	club-ORTHOPEDICS JOURNAL	\$ 140	\$ 140	<i>transf to Downstate Orthopedics Club Act 40260-012</i>
40-70231-010	club-PHYSICAL THERAPY (PT) CLUB	\$ 200	\$ 1,100	
40-70232-010	club-PHYSICIAN ASSISTANT (PA)	\$ -	\$ 1,000	
40-70217-010	CONFERENCES	\$ 1,000	\$ 1,000	
40-70234-010	CONVOCATION	\$ -	\$ 5,000	<i>for May 2019 event</i>
40-70135-010	MEETINGS	\$ 1,823	\$ 1,823	
40-70173-010	PROGRAMS AND PROJECTS	\$ -	\$ 10,501	
40-70097-010	SPRING FLING/ WINTER BALL	\$ 1,000	\$ 1,000	<i>Trans to SCGB 70194-015 towards 2019 Spring Fling-Winter Ball event.</i>
40-70235-010	WELCOME RECEPTION	\$ 1,329	\$ 1,329	
40-70227-010	YEARBOOK CURRENT	\$ 2,000	\$ 3,381	2019 Yearbook
40-70241-010	YEARBOOK PRIOR	\$ 187	\$ 2,462	YrBk balances from 2017 (\$162.) plus 2018 (\$2,300) rolls over to Yearbook Prior Acct. <i>Remaining 2018 YrBk Publishing expenses \$81. is planned to be paid after FYE 5/31/18</i>
40-30008-010	RESERVE FUND *	\$ 1,251	\$ 1,251	<i>*SUNY Min of 5% and Max 100% of prior year actual expenses that were \$13,699. \$1,251 = 9%</i>
Total Expenses + Reserves		\$ 10,769	\$ 33,230	<i>Formula Cell- Do not alter</i>
Total Net Income less Expenses + Reserves		\$ 7,663	\$ -	<i>Formula Cell- Do not alter (A balanced budget will net to \$ZERO)</i>
All Other Dormant CHRP Council accts- Change to				

VP CHRP Nelza Pheane-Lorio
President



SUNY
DOWNSTATE
Medical Center

STUDENT COUNCIL/ CLUB MEETING MINUTES
ATTENDANCE COVER SHEET

COUNCIL / CLUB NAME: **CHRP Council**

Date Meeting Was Held: **10/16/18**

Time Meeting Was Held: **12:00 pm**

Place Meeting Was Held: **Student Center**

Print Name of Member or Guest (can customize to pre-print voting member names)	Present ✓	Voting Member (Yes/No)	Signature (*if Bylaws permit, when present by proxy, insert name of person holding proxy)
Darla Campbell	✓		
Michelle Lam			
Vincent Liu			
Alicia Lauber	✓		
Christine Roman	✓		
Jean Qi	✓		
Esther Kassiw	✓		
Rebecca Phelan	✓		
Amanda Valpe	✓		
Anthony Poon	✓		
Jason Deutscher	✓		
Christy Ku	✓		
Ani Stepanosyan			
Zach Stangam	✓		
Jeany Poon			
Deshaunda B	✓		
CHRISTINE GALIAN	✓		
Michelle Ka			
Valerie Batcher	✓		
Brooke Serdyanov			
Matthew Carriatue	✓		
BORISBE Darrak	✓		
Johanna Koviseau	✓		
Handy Lam	✓		

Use additional sheets if necessary, or continue on reverse side



**SUNY
DOWNSTATE**
Medical Center

**STUDENT COUNCIL/ CLUB MEETING MINUTES
ATTENDANCE COVER SHEET**

COUNCIL / CLUB NAME: **CHRP Council**

Date Meeting Was Held: **10/16/18** Time Meeting Was Held: **12:00 pm**

Place Meeting Was Held: **Student Center**

TP CHRP Neha Patel-Louis
Pres

Print Name of Member or Guest (can customize to pre-print voting member names)	Present	Voting Member (Yes/No)	Signature (*if Bylaws permit, when present by proxy, insert name of person holding proxy)
Tahirah Redhead	✓		
S. A. A. Deshommes	✓		
Dominic Chang	✓		
Sawera Durrani	✓		
Freeza Mahmood	✓		
Michael Monaghan	✓		
Debra Shah	✓		
Rabia Puri	✓		
Melanie Bull	✓		
Daniel D. Giromano	✓	✓	
Neha Patel-Louis	✓	✓	
John Kervan	✓		
CRYSTAL E. JAYO	✓		
Alyssa Kandy	✓		
Shannon Lohman	✓		