

**AUXILIARY ENTERPRISES CORPORATION**

EXECUTIVE COMMITTEE

BOARD OF DIRECTORS

Minutes of Meeting Held on

April 30, 2020

Present: Executive Committee Members: William Tramontano, William Keller, Adam Rockman, Joseph Coubourne

Others: Joseph Loughren, Nalini Pitrelli, Selena Chu, Surinder Virk, Patricia Signore

Meeting was conducted virtually and began at 2:10 p.m.

1. Approval of Agenda

Agenda approved and unanimously passed

1. New Business

* Approval of amendment to Shuttle Bus contract with MV

Transportation, Inc.

William Keller explained to the Committee with distance learning, the Shuttle Bus is not needed at this time. MV Transportation wanted the College to pay a monthly maintenance fee to keep the buses ready to go when we start up again. They originally wanted the College to pay all of their employees, but Surinder Virk negotiated the monthly fee of $24,901. This will be through June 30th when the contract is due to be renegotiated. We will be sure to add a clause in the new contract for a Pandemic, should it happen again, at a reduced rate. The President questioned the language in the Amendment stating this agreement would be through August 19, 2020. Bill stated this date was incorrect and it would be updated on the Amendment. We only agreed to pay through June 30, 2020.

Motion (William Keller); seconded (Joseph Coubourne) to approve amendment to Shuttle Bus contract with MV Transportation, Inc.

Motion unanimously passed and adopted

* Approval of adjusted FY 2020 AEC budget

Selena Chu informed the Committee there is an adjusted in the AEC due to 25% refund of fees to the students. President Tramontano asked if there were any other adjustments. Selena stated no. The Financial Income Statement as of March 30th (third quarter) states we are on target with no significant changes. However, that might change if we are not back on campus in the Fall with parking revenue and QCVR rental revenue.

Motion ( President Tramontano); seconded (Adam Rockman) to approve the adjusted AEC budget.

Motion unanimously passed and adopted.

* Discussion of amendment to the Food Services Contract

Surinder Virk informed the Committee we are providing food to the Summit. This would not normally happen but everything on campus and in the neighborhood is closed. The contract states Chartwells with spend $41.00 per day for 56 days providing three meals a day to each student through May 22nd. AEC will pay for this expense using reserves. The leftovers are going to the food pantry.

* Discussion of extension of Chartwells’ contract

William Keller stated we might have to extend Chartwell’s contract because CUNY had not reached a deal with the one company for all of CUNY. Chartwells is working on a proposal. The President asked if we have permission to extend the contract. Bill states yes, we have talked with Jane Davis.

Meeting ended 3:00 p.m.