



# Finance Committee Meeting

## Minutes

Date: Friday, Mar. 16, 2018  
 Time: 12:00 pm- 2:00 pm  
 Location: U-SU Alhambra Rm 305  
 Attendees: Committee Members, General Public  
 Type of Meeting: General

**I. Organizational Items:**

- a. Call to order by: Aaron Castaneda, A.S.I. Vice President for Finance at 12:02 pm
- b. Roll Call

(Name)	(Position)	(Present, Excused Tardy, Excused Absent, Unexcused Tardy, Unexcused Absent)
Aaron Castaneda	Vice President for Finance	Present
David Zitser	President	Present
Barbara Hong	Vice Chair for Finance	Present
Kenya Pineda	Charter College of Education Representative	Present
Neyda Umana	Vice President for Academic Governance	Present
Marcos Montes	Vice President of External Affairs & Advancement	Present
Jazmin Ortiz	Secretary/ Treasurer	Present
Alan Ramirez	Committee Member	Present
Joshua Luthi	Committee Member	Present
Lily Nguyen	College of Natural and Social Sciences Representative	Present
Marcus Rodriguez	Director of Programs and Leadership	Excused absence
Christopher Koo	<i>Finance committee member</i>	Present
Intef W. Weser	Executive Director	Present
Betty Kennedy	University President Designee	Present
John Tchong	CFO Designee	Present
Dena Florez	Office Manager Administration & Services	Present
Ansiris Salas	College of Business and Economics Representative	Excused tardy at 12:24pm

**c. Adoption of Agenda for Friday, March 16, 2018:**

<b>Offered By:</b>	<b>Jazmin Ortiz</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>
Motion to approve the adoption of the agenda for Friday, March 16, 2018, with amendment of increase GIA proposal			

Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

d. **Approval of Minutes for Friday, March 2, 2018**

Offered By:	Marcos Montes	Seconded by:	Kenya Pineda			
Motion to approve the adoption of the minutes for Friday, March 2, 2018						
Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

e. **Approval of Funding Committee Report for Friday March 9, 2018**

Offered By:	Jazmin Ortiz	Seconded by:	Lily Nguyen			
Motion to approve the adoption of the Funding Committee Report for Friday, March 9, 2018						
Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

II. **Public Forum:**

- a. This time is allotted to members of the public to address the board.

III. **Action Items:**

- a. Forensics Speech and Debate - National Forensics Association National Tournament - 4/18/18-4/24/18 - \$3,000

Offered By:	Kenya Pineda	Seconded by:	Christopher Koo			
Motion to approve Forensics Speech and Debate - National Forensics Association National Tournament - 4/18/18-4/24/18 - \$3,000.00						
Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

❖ Discussion:

- ✚ Club representative: due to the long processes with CSI, and the limited numbers of hotels, we have to book the hotel in advance.
- ✚ Marcos: Why the estimation of hotel prices and your invoices do not match?
- ✚ Club representative: Due to the time period difference, they do not offer that price any more.
- ✚ Aaron: Are we still able to approve this even if this is "in-advance" purchase?
- ✚ Intef: This will leave the committee to decide, whether this situation can be avoided or not.
- ✚ Marcos: I think it is okay.

- b. Hispanic Business Society - Aligning the Stars - 4/28/18 - \$2,907.58  
**Club representatives not present. Postponed.**

c. Baja SAE - Collegiate California Competition 2018 - \$3,000

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to approve the adoption of the Baja SAE - Collegiate California Competition 2018- <u>\$2,100.00</u> Motion received all votes and passed.						
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

d. Hispanic Business Society - Aligning the Stars - 4/28/18 - \$2,907.58  
Club representatives present.

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to approve the adoption of the Hispanic Business Society - Aligning the Stars - 4/28/18 - \$2,907.58 Motion received all votes and passed.						
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

❖ Discussion:

✚ Marcos: is this open to all students?

✚ Club Representative: Yes.

e. Student United to Reach Goals in Education - S.U.R.G.E. Retreat - 3/26-3/29 - \$3,000

<b>Offered By:</b>	<b>David Zitser</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>			
Motion to approve the amendment of providing documents of "things planning to do at the retreat" to approve this travel as "conferences".						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

❖ Discussion:

✚ Policy 204: organization travel: transportation and lodging are for conferences; this retreat does not apply.

✚ Neyda: it is not often for undocumented students to get to attend conferences. I think this is great opportunity for them.

✚ Kenya: how do we define "conference"

✚ Marcos: It seems there are many presentations, it should be okay.

✚ Dena: Workshop supplies are counted as office supplies, therefore, we should not fund this.

✚ Marcos: I would suggest we fund all.

✚ Betty: Dream Resource Center is covering \$2,000. We should consider recalculate the numbers.

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to approve the Student United to Reach Goals in Education - S.U.R.G.E. Retreat - 3/26-3/29 - \$3,000, with amendment of providing documents to approve this travel as "conferences".						
<b>All in Favor</b>	<b>10</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>1</b>	<b>Motion: Passed</b>

f. Policy Review: Policy 214 Travel Procedures

- i. The committee will review and take action policy edits recommended by the ASI President and Executive Director.

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to approve the Amendment:						
- If a travel is not approved in the Operating Budget, needs to go to Finance committee for approval;						
- If the finance committee schedule does not meet with the request of travel, the ASI president, in consultation of Vice President of Finance, can approve the travel before the finance committee meeting.						
Motion received 9 votes, 1 opposed and 1 abstained passed.						
<b>All in Favor</b>	<b>9</b>	<b>Opposed</b>	<b>1</b>	<b>Abstained</b>	<b>1</b>	<b>Motion: Passed</b>

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to approve the policy 214 with the Amendments, to go to Bylaws.						
Motion received all votes and passed.						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

f. Legislative Affairs Proposal from VPEAA Montes

- i. The committee will review and take action and a proposal submitted by Marcos Montes from the Legislative Affairs area to support an event on April 4th.

<b>Offered By:</b>	<b>Ansiris Salas</b>	<b>Seconded by:</b>	<b>Christopher Koo</b>			
Motion to approve Legislative Affairs Proposal from VPEAA Montes - <u>\$2,643.</u>						
Motion received all votes and passed.						
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

❖ Discussion:

- ✚ Marcos: Deduct the parking (\$50) from the total request.
- ✚ Kenya: provide more students the chances to attend the events in the future.

b. Strategic Planning Initiatives: The committee will review a draft of the strategic initiatives and look for ways the possibly be implemented in the Finance Committee.

IV. Discussion Items

- a. Proposed 2018/2019 Operating Budget - The committee will review the first draft of the proposed 2018/2019 operating budget and supporting detail.

❖ Discussion:

- ✚ Marcos: what is the miscellaneous revenue?
- ✚ Jazmin: for the legal services, how much we generally spend on that?
- ✚ Aaron: it depends.
- ✚ Marcos: is that a way to provide initial budget from last year?
- ✚ Aaron: I will have that at the next meeting.

b. 2018/2019 API Food Justice Service Learning Project proposal - The committee will review a proposal submitted by API for funding on for next year's budget.

❖ Questions:

- ✚ Jazmin: where is it located?
- ✚ Elisa: area between CSI building and career center.
- ✚ Kenya: Do you have a total budget for the whole project?
- ✚ Elisa: currently we do not have.
- ✚ Jazmin: Do you have a blueprint for us to take a look?
- ✚ Elisa: We do not have yet, but we are working on it.
- ✚ Elisa: this is a one-time request (funding).
- ✚ Kenya: is there any collaboration?
- ✚ Elisa: Justice department, students from help at health center will also help with this project.

❖ Discussion:

- ✚ Kenya: I'm not very comfortable that ASI spend funding for a class project.
- ✚ David: I want ASI can participate in this project, instead of just funding.
- ✚ Neyda: I agree. This is open to all students. ASI should try to find a way to step in, instead of only funding the money.
- ✚ Marcos: I agree and I really like this idea.

c. ASI GIA Discussion regarding inflation

❖ Question:

- ✚ Christ: are regular committee members fee also included?
- ✚ Neyda: That's something we are working on as well. But this proposal is not included.

d. Strategic Planning Initiatives: The committee will review a draft of the strategic initiatives and look for ways the possibly be implemented in the Finance Committee.

V. Reports

a. A.S.I. Vice President for Finance: **Aaron Castaneda**

VI. Adjournment

Offered By:	Kenya Pineda	Seconded by:	Christopher Koo
Motion to adjourn at 2:00pm			
All in Favor		Opposed	Abstained
			Motion: pass

Finance Committee Meeting  
(March 16, 2018)  
Summary of Actions

- I. Organizational Items
  - a. Roll Call
  - b. Adoption of Agenda:
  - c. Adoption of the Minutes

a. Adoption of Agenda for Friday, March 16, 2018:

Offered By:	Jazmin Ortiz	Seconded by:	Kenya Pineda			
Motion to approve the adoption of the agenda for Friday, March 16, 2018, with amendment of increase GIA proposal Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

b. Approval of Minutes for Friday, March 2, 2018

Offered By:	Marcos Montes	Seconded by:	Kenya Pineda			
Motion to approve the adoption of the minutes for Friday, March 2, 2018 Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

c. Approval of Funding Committee Report for Friday March 9, 2018

Offered By:	Jazmin Ortiz	Seconded by:	Lily Nguyen			
Motion to approve the adoption of the Funding Committee Report for Friday, March 9, 2018 Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

II Public Forum:

- d. This time is allotted to members of the public to address the board.

III. Action Items:

- e. Forensics Speech and Debate - National Forensics Association National Tournament - 4/18/18-4/24/18  
- \$3,000

Offered By:	Kenya Pineda	Seconded by:	Christopher Koo
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Motion received all votes and passed.

<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>
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f. Baja SAE - Collegiate California Competition 2018 - \$3,000

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>
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Motion to approve the adoption of the Baja SAE - Collegiate California Competition 2018- \$2,100.00

Motion received all votes and passed.

<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>
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g. Hispanic Business Society - Aligning the Stars - 4/28/18 - \$2,907.58

Club representatives present.

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>
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<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>
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Motion to approve Legislative Affairs Proposal from VPEAA Montes - <u>\$2,643</u> . Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

IV. Adjournment

Offered By:	Kenya Pineda	Seconded by:	Christopher Koo			
Motion to adjourn at 2:00pm						
All in Favor		Opposed		Abstained		Motion: pass



## CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc., Cal State Los Angeles held on March 16,2018 in the U-SU Alhambra Room, 305 and were approved by consensus by the finance committee on April 6,2018.

Prepared by:

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**Barbara Hong – Vice chair for Finance**

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**Aaron Castaneda – Vice President for Finance**