



# Finance Committee Meeting

## Minutes

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Date: Friday, April. 6, 2018

Time: 12:00 pm- 2:00 pm

Location: U-SU Los Angeles Rm. 308 A

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 12:04 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	Excused absence
Marcial Romero	Vice president of Administration	Present
Joshua Luthi	Committee Member	Present
Lily Nguyen	College of Natural and Social Sciences Representative	Excused tardy at 12:04pm
Marcus Rodriguez	Director of Programs and Leadership	Excused tardy at 1:06pm
Christopher Koo	<i>Committee Member</i>	Excused tardy at 12:04pm
Intef W. Weser	Executive Director	Excused tardy at 12:06pm
Betty Kennedy	University President Designee	Present
John Tcheng	CFO Designee	Present
Dena Florez	Office Manager Administration & Services	Present
Ansiris Salas	College of Business and Economics Representative	Excused tardy at 1:06pm
Jeovany Aguilar	Cheif Justice	Present
Alan Ramirez	Committee Member	Present

c. Adoption of Agenda for Friday, April 6, 2018:

Offered By:	Kenya Pineda	Seconded by:	Neyda Umana			
Motion to approve the adoption of the agenda for Friday, April 6, 2018. Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Minutes for Friday, March 16, 2018

Offered By:	Kenya Pineda	Seconded by:	Neyda Umana			
Motion to approve the adoption of the minutes for Friday, March 16, 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 23, 2018

Offered By:	Marcial Romero	Seconded by:	Kenya Pineda			
Motion to approve the adoption of the Funding Committee Report for Friday, March 23, 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. Mad Scientist - Showcase - 4/13/18 - \$2,940  
Not present

- b. English Graduate Student Association - Conference - 4/27/18 - \$3,000.00

Offered By:	Kenya Pineda	Seconded by:	Lily Nguyen			
Motion to approve the English Graduate Student Association - Conference - 4/27/18 - \$3,000.00 Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

❖ Discussion:

- ✚ Motion to approved at March 23<sup>rd</sup> funding meeting.
- ✚ Second approval needed by Finance committee meeting;
- ✚ Hospitality: Breakfast \$15 per person; lunch: \$16 per person-> \$31/person x 80= \$2,480

c. Statement Magazine - Statement Launch - 4/25/18 - \$3,000.00

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Christopher Koo</b>			
Motion to approve the adoption of Statement Magazine - Statement Launch - 4/25/18 - \$3,000.00 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>

❖ Discussion:

- ✚ Motion to approved at March 23<sup>rd</sup> funding meeting.
- ✚ Second approval needed by Finance committee meeting;

d. Mad Scientist - Showcase - 4/13/18 - \$2,940.00

Present.

<b>Offered By:</b>	<b>Lily Nguyen</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>			
Motion to amendment with stipulation to submit missing quotes of "touchscreen adapter" and "other project materials". Motion received 9 votes, 1 opposed 1 abstained and 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>

❖ Discussion:

- ✚ On March 9th funding Committee meeting, approved MAD Scientist- Showcase-\$2,490- \$2,434.82
- ✚ Went to executive meeting for second approval
- ✚ NEW additional request amounts? -> \$505
- ✚ New total amounts: \$2,940.00
- ✚ Marcos: we should have restriction on this.

<b>Offered By:</b>	<b>Lily Nguyen</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>			
Motion to approve Mad Scientist - Showcase - 4/13/18 - \$2,940.00 With stipulation to submit missing quotes of "touchscreen adapter" and "other project materials". Motion received 9 votes, 2 opposed 0 abstained and passed.						
<b>All in Favor</b>	<b>9</b>	<b>Opposed</b>	<b>2</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

d. American Society of Engineers - Pacific South West Conference - 4/12-4/14 - \$3,000.00

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Marcial Romero</b>			
Motion to approve the adoption of the American Society of Engineers - Pacific South West Conference - 4/12-4/14 - \$3,000.00 with amendment of changing total amount of \$3,000 to \$4,319.41. 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:

- ✚ Motion to approved at March 23<sup>rd</sup> funding meeting.
- ✚ Second approval needed by Finance committee meeting;

- ✚ Dena: in the total, in the future, student organization needs to go to put total travel amounts on the funding request form.
- ✚ Kenya: Should we add amendment on this one?
- ✚ Aaron: Sure.
- ✚ Aaron: For the audit purpose.

**e. Teacher Academy-Bell High and Hollywood High and Community College Transfer Event Proposal - \$3,673.63**

- The committee will review and take action on a proposal submitted by the CCOE College Reps. Community based education program, "urban learning program".
- 1<sup>st</sup> event: May 22<sup>nd</sup> offer students the opportunity to see experience the career path, students can learn about the campus and programs.

❖ **Questions:**

- ✚ David: are these students are targeted? Who are these students?
- ✚ Kenya: more like sophomore and juniors high school students who show interest.

<b>Offered By:</b>	<b>Marcial Romero</b>	<b>Seconded by:</b>	<b>Neyda Umana</b>			
Motion to approve the Teacher Academy-Bell High and Hollywood High and Community College Transfer Event Proposal - \$3,673.63 with the amendment of the new total amount of \$3,573.63.						
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>

- ✚ Marcos: what the differences between "boxed lunches"
- ✚ David: Amendment of the new amount \$1949.84, instead of \$2,049.84 for UAS boxed lunches.

**f. Exam Materials Proposal- \$2,505.46.**

- The committee will review and take action on a proposal submitted by the CCOE College Reps.

❖ **Questions:**

- ✚ Marcos: what's the total enrolment?
- ✚ Lily: can we allocate the "students after college" fund?
- ✚ Aaron: we can, the committee can decide, we still have \$25,000.

<b>Offered By:</b>	<b>Marcial Romero</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>			
Motion to approve the Exam Materials Proposal- \$2,505.46						
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>

**IV. Discussion Items**

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

- David: are the charges of full amounts of \$280 for 12 months?
- Aaron: we will have more details later.
- David: what's difference between "U-SU human resources" and "CS human resources".
- Aaron: The expense for CHESS should move to student government.
  
- Dena: they do audit annually instead of once every three years now.
  
- [Student Government]
- David: when are these contracts expired?
- Marcus: we can provide the information later.
  
- David: what is the "budget plan meeting"?
- Intef: budget being spread out for finance meeting
- Neyda: do we only have four executive meetings? I feel we have more than that.
- Aaron: Yes, but we only budgeted food for four executive meetings.
  
- David: do we get student discounts for that?
- Aaron: no.
  
- Neyda: "legal training", I'm not happy with the "Xxx" presentation.
- Neyda: since we are paying \$2,000 for the presentation, we expect a better quality.
- Jeovany: I have recommendations:

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Jeovany Aguilar</b>			
<b>Motion to extend meeting for 9 minutes and 30 seconds.</b>						
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>

- 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.
  - Intef: we allocate GIA according to the report. If you do not submit report, you do not get GIA.
  - Marcos: what about Jazmin's proposals?
  - Aaron: we will discuss these issues at the next finance committee meeting.

**V. Reports**

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

**VI. Adjournment**

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Christopher Koo</b>			
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Motion to adjourn at 2:11pm. Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: pass

Finance Committee Meeting  
(April 6, 2018)  
Summary of Actions

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

b. Adoption of Agenda for Friday, April 6, 2018:

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Motion to approve the adoption of the agenda for Friday, April 6, 2018. Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

c. Approval of Minutes for Friday, March 16, 2018

Offered By:	Kenya Pineda	Seconded by:	Neyda Umana			
Motion to approve the adoption of the minutes for Friday, March 16, 2018 Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

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Motion to approve the adoption of the Funding Committee Report for Friday, March 23, 2018 Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

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Present.

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Proposal - \$3,673.63

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**f. Exam Materials Proposal- \$2,505.46.**

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Motion to approve the Exam Materials Proposal- \$2,505.46 Motion received all votes and passed.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: Passed

**III. Discussion Items**

Offered By:	Kenya Pineda	Seconded by:	Jeovany Aguilar			
Motion to extend meeting for 9 minutes and 30 seconds. 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 2:11pm. Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: pass



## CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc., Cal State Los Angeles held on April 6th, 2018 in the U-SU Alhambra Room, 305 and were approved by consensus by the finance committee on April 20th, 2018.

Prepared by:

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**Barbara Hong – Vice chair for Finance**

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**Aaron Castaneda – Vice President for Finance**