



Finance Committee Meeting Minutes

Date: Friday, September 14, 2018
 Time: 12-2 pm
 Location: U-SU Los Angeles Room 308A
 Attendees: Committee Members, General Public
 Type of Meeting: General

I. Organizational Items:

- a. Call to Order by: Aaron Castaneda, ASI Vice President for Finance at 12:00 pm
- b. Roll Call (Establishment of Quorum)

Aaron Castaneda	Vice President for Finance	Present
Lily Nguyen	Vice Chair for Finance	Present
Nia Johnson	President	Present
Jesus Mora	Vice President of Administration	Excused absence
Jacquelyn Acosta	Vice President for Academic Governance	Present
Veronica Garcia-Martinez	Vice President of External Affairs & Advancement	Unexcused tardy @ 12:03pm
Jennifer Martell	Secretary/Treasurer	Present
Christopher Koo	BOD Member	Present
Nataly Aviles	BOD Member	Present
Dayana Soto Salazar	Committee Member	Present
Intef W. Weser	Executive Director	Excused tardy @ 12:08pm
Dena Florez	Office Manager for Administration and Services	Present
Marcus Rodriguez	Director of Government Affairs & Leadership Programs	Excused absence
Betty Kennedy	University President Designee	Present
John Tchong	CFO Designee	Present
Nia Allen	Chief Justice	Present
Guests of the Gallery		

c. Approval of Agenda for Friday, September 14, 2018

Offered By:	Jacquelyn Acosta	Seconded by:	Nia Johnson			
Motion to approve the agenda for Friday, September 14, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

d. Approval of Minutes for Friday, August 31, 2018

Offered By:	Nia Johnson	Seconded by:	Nataly Aviles			
Motion to approve minutes for Friday, August 31, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

e. **Approval of Funding Committee Report for Friday, September 7, 2018**

Offered By:	Nia Johnson	Seconded by:	Lily Nguyen			
Motion to approve the Funding Committee Report for Friday, September 7, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

II. **Public Forum – Allotted for members of the public to address the committee.**

None

III. **Action Items:**

a. **Forensics Speech & Debate: Back to the Nest Swing – 10/4/18-10/8/18 - \$2,667.49**

Offered By:	Nia Johnson	Seconded by:	Lily Nguyen			
Motion to approve Forensics Speech & Debate: Back to the Nest Swing – 10/4/18-10/8/18 - \$2,667.49.						
All in Favor	7	Opposed	None	Abstained	1	Motion: Passed

b. **MGO Audit (TIME CERTAIN: 12:30pm):** The committee will review and take action on the external audit conducted by MGO and presented by MGO alongside Thomas Leung, University Controller.

Offered By:	Jacquelyn Acosta	Seconded by:	Nataly Aviles			
Motion to recommend the MGO Audit with the proposed changes to the Board of Directors.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

c. **Policy 204 – Funding Guidelines:** The committee will review and take action on the following proposed edits on the Funding Guidelines.

Offered By:	Nia Johnson	Seconded by:	Christopher Koo			
Motion to approve Policy 204 – Funding Guidelines. Amendment passed to define athletic equipment as equipment used during competitive game or competitive sport for an event. Amendment passed to change 5.3.17. to off-campus events solely for recreational and/or leisure purposes. Motion passed to postpone Policy 204 to the next Finance Committee with said amendments.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

Dena: 5.1.1. Funding winter events?

Aaron: addressed with any point during the academic year.

- ✚ Intef: can early Fall events be funded during Summer meetings? More meetings during the Summer
- ✚ Dena: winter event presenting during Fall. Which funds does it come out of.
- ✚ Aaron: define exact dates to divide \$3000 semesterly caps.
- ✚ Nia J.: 5.3.3. Athletic equipment. For organizations that are "athletic" but not affiliated with the athletic department on campus.
- ✚ Aaron: athletic equipment in general not being funded.
- ✚ Veronica: cheer squad wouldn't have been funded.
- ✚ Dena: athletic equipment could be defined as equipment used during competitive game or competitive sport.
- ✚ Nia J.: clarification about cheer squad club and organization status.

Offered By:	Nia Johnson	Seconded by:				Veronica Garcia-Martinez
Amendment to define athletic equipment as equipment used during competitive game or competitive sport for an event.						
All in Favor	7	Opposed	1	Abstained	None	Motion: Passed

- ✚ Christopher: for example, fund chess boards for a chess competition?
- ✚ Nia J.: refer to other department for supplies.
- ✚ Veronica: cheer squads aren't actually participating in the competition.
- ✚ Nia J.: don't fund competitive games? How do you decide.
- ✚ Aaron: at the discretion of the committee.
- ✚ Dena: cheer squad equipment isn't athletic until they're participating in competition.

Offered By:	Jacquelyn Acosta	Seconded by:				Nia Johnson
Motion to postpone policy edits until after Action Item a.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

Offered By:	Jacquelyn Acosta	Seconded by:				Christopher Koo
Motion to return to Policy 204.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

Offered By:	Nia Johnson	Seconded by:				Jacquelyn Acosta
Amendment to ASI does not fund off-campus recreational activities except activities for leadership development events provided that an itinerary approved by the University has been provided.						
All in Favor	None	Opposed	None	Abstained	None	Motion: Rescinded

- ✚ Jacquelyn: does the university approve off-campus travel itineraries before they come to ASI?
- ✚ Betty: the exception allows for approval of recreational activities. Recreational word is problematic.
- ✚ Lily: professional development discussion for Policy 213.
- ✚ Dena: too many loopholes. Move away from approving retreats.
- ✚ Aaron: geoscience rock climbing was approved by the university as a team-building event.
- ✚ Intef: 5.1.1. Wording is unclear that we approve funds during the summer. Go back to semester in advance wording. 5.1.5.1. Academic calendar includes winter.

- ✚ Lily: one semester in advance wording is confusing because we don't fund following Fall events during the Spring. Maybe change wording to include fiscal year.
- ✚ Dena: want to remove recreational activities.
- ✚ Betty: events solely for recreational purposes.
- ✚ John: would leisure be a better word.
- ✚ Aaron: off-campus events solely for recreational purposes or leisure.

Offered By:	Nia Johnson					Seconded by:	Veronica Garcia-Martinez
Amendment to change 5.3.17. to off-campus events solely for recreational and/or leisure purposes.							
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed	

- ✚ Veronica: fiscal year and academic year are not the same.
- ✚ Dena: ASI GIA's are distributed based on the fiscal year. Discussion about whether winter events are funded with Fall or Spring funds/
- ✚ John: June 30 as a cutoff date. Fiscal year.
- ✚ Veronica: accept proposals after July 1. With current wording, clubs can't apply for funding in the summer.
- ✚ Nia J.: using the fiscal year would allow clubs to submit early proposals. How often does Finance/Funding Sub-Committee meet during the summer.
- ✚ Aaron: Finance meets twice. Funding Sub-Committee meets once.
- ✚ Lily: events occurring during the Summer after the end of the Fiscal Year could be approved if going by the Academic Year.
- ✚ Veronica: messy discussion. Need clarification for difference between fiscal and academic year. Give specific dates for events scheduled during each semester (Fall, Winter, Spring, Summer)
- ✚ Dena: ASI will accept funding requests in the Fall Semester for events occurring within the academic year. Summer events can't be funded. No Vice Chair for Finance to hold a Funding Sub-Committee meeting.

Offered By:	Jacquelyn Acosta					Seconded by:	Veronica Garcia-Martinez
Motion to postpone Policy 204 to the next Finance Committee with said amendments.							
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed	

d. Direct Funding Allocation Guidelines: The committee will review and take action on the following proposed edits on the Direct Funding Allocation Guidelines.

- ✚ Chris: parking determination is still up for discussion.
- ✚ Intef: clarification for movie ticket fundraiser.
- ✚ Veronica: VI.c. clarification. May not wording allows for discretion of the committee.
- ✚ Nia J.: VI.c. clarification. Trying to not fund for services that are already offered through ASI.
- ✚ Veronica: location or type of item? Type of item (e.g. movie tickets in general or movie tickets from theatres discounted by ASI)
- ✚ Chris: clarification for why they can't use ASI movie theatres.
- ✚ Veronica: funding requests for community theatres not discounted by ASI.
- ✚ Dena: why would ASI fund for a more expensive ticket price than what is already provided.
- ✚ Jacquelyn: can you buy out the number of tickets to fill a theatre without reserving it?

- ✚ Club Representative: not sure.
- ✚ Betty: may not allow for discretion.
- ✚ Lily: remove item and review on a case by case basis.
- ✚ Dena: fund up to what ASI discounts.
- ✚ Nia J.: agree with current wording. Parking.
- ✚ Lily: parking doesn't need a line in the direct funding allocation guideline. Up to the committee's decision and make sure that precedence is held. Ambiguity is fine.
- ✚ Chris: parking should be considered under honoraria since it is a service/courtesy for a non-Cal State LA student.
- ✚ Lily: option to increase honoraria amount.
- ✚ Jacquelyn: where does 560 come from? No one knows.
- ✚ Chris: does not support an honoraria raise because of parking permits.
- ✚ Nia J.: raise honoraria because of current parking situation.
- ✚ Lily: think about VI.b. and II.d. for next meeting.

Offered By:	Lily Nguyen	Seconded by:	Nia Johnson			
Motion to postpone Direct Funding Allocation Guidelines to the next Finance Committee meeting.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

IV. Discussion Items:

- a. **Rolled Over/Reconciled Fees Budget Priorities:** The committee will receive an update on the current reconciled fees based on the external audit findings.

V. Reports

- a. ASI Vice President for Finance: **Aaron Castaneda**
- b. ASI Vice Chair for Finance: **Lily Nguyen**

VI. Adjournment

Offered By:	Nia Johnson	Seconded by:	Veronica Garcia-Martinez			
Motion to adjourn at 2:00 pm.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State LA held on Friday, September 14, 2018 in the U-SU Los Angeles Room 308A. Consensus by the ASI Finance Committee on Friday, September 28, 2018.

Prepared by:

Lily Nguyen, ASI Vice Chair for Finance

Aaron Castaneda, ASI Vice President for Finance

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