



Date: Friday, July 24, 2020

Time: 12-2 pm

Location: Zoom

Attendees: Committee Members, General Public

Type of Meeting: General

**I. Organizational Items:**

a. **Call to Order by, Kayla Misa, ASI Vice President for Finance, at 12:01.**

b. **Roll Call (Establishment of Quorum)**

Kayla Misa	<i>Vice President for Finance</i>	Present
Tu Nguyen	<i>Vice Chair for Finance</i>	Present
Diana Chavez	<i>President</i>	Present
Ma Ledi Ham Loot	<i>Vice President for Administration</i>	Present
Gabriel Avila	<i>Vice President for Academic Governance</i>	Unexcused tardy @ 12:09pm
Analiz Marmolejo	<i>Vice President of External Affairs &amp; Advancement</i>	Present
Anna Nguyen	<i>Secretary/Treasurer</i>	Present
Lauren Diana	<i>BOD Member</i>	Present
Jose Montenegro	<i>BOD Member</i>	Unexcused tardy @ 12:04pm
Ryan Yoo	<i>Chief Justice</i>	Present
Dena Florez	<i>Office Manager for Administration and Services</i>	Present
Betty Kenedy	<i>University President Designee</i>	Present
John Tchong	<i>CFO Designee</i>	Present
Jennifer Miller	<i>Staff Support Director</i>	Unexcused absence
<b>Guests of the Gallery</b>		

**c. Approval of Agenda for Friday, July 24, 2020**

<b>Offered By:</b>	<b>Diana Chavez</b>	<b>Seconded by:</b>	<b>Ma Ledi Ham Loot</b>
Motion to approve the agenda for Friday, July 24, 2020.			

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All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
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d. **Approval of Minutes for Friday, July 10, 2020**

Offered By:	Diana Chavez	Seconded by:	Ma Ledi Ham Loot			
Motion to amend the minutes for Friday, July 10, 2020 with an edit from Associate Justice to Chief Justice						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

Offered By:	Anna Nguyen	Seconded by:	Ma Ledi Ham Loot			
Motion to approve the minutes for Friday, July 10, 2020.						
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. Editions to book voucher requirements
- Kayla showed the edits made to the requirements.
  - Betty suggested to change add continuity by saying that if the student would have had the job if not for the pandemic
  - John suggested to add any students also financially impacted due to the pandemic resulting from an A, B, C, D or E.
  - Kayla stated the exact changes to be made to the requirements for the book voucher
  - Dena made suggestions for changes

Offered By:	Gabriel Avila	Seconded by:	Anna Nguyen			
Motion to edit the book voucher requirements.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed



#### IV. Discussion Items:

- a. Policy 204: The committee will discuss club funding and how it will operate to serve students in quarantine.
  - i. Tu talked about the Funding Notes document having three different sections. Tu walked through the document with the paperwork process and who is involved
  - ii. Tu talked about the Funding Process from clubs/organizations attending the ODC to when the check is deposited to their USU bank account
  - iii. Tu talked about making cost changes to the Direct Funding Guidelines to better support clubs and organizations during this time
    1. Dena clarified on cost changes were more based on the economy than balancing out cost limits
  - iv. Tu said that the Direct Funding Guidelines will be left as is for now and special additions will be added as they come up.
  - v. Tu talked about ideas for the ODC Workshop
  - vi. Ledi asked if ASI could ask clubs and organizations to tag ASI via social media since we would be online this semester and flier usage would not be possible
- b. Policy 204 Editing and Organization Timeline
  - i. Tu gave a brief run-down of goals to accomplish by the end of the semester and academic year
  - ii. Tu gave an introduction to separating policy from procedure in the Policy 204
- c. Development of Financial Literacy Workshops
  - i. Kayla said she wanted to focus on personal finances and wanted to turn to the committee to ask about ideas that should be emphasized specifically for Cal State LA students
  - ii. Ideas for 1<sup>st</sup> years to know coming into college
  - iii. Gabriel suggested deadlines and budgeting for events
  - iv. Dena suggested to encourage clubs and organizations to plan out all their events for the semester to utilize their full \$3,000 budget from ASI
  - v. Betty suggested to collaborate on content between different departments. Prevent fatiguing students with too many of the same programs and combining resources to make a better single financial literacy event



- vi. Suggestion for an Instagram video series to reach out to students

**V. Reports**

- a. ASI Vice President for Finance: Kayla Misa  
b. ASI Vice Chair for Finance: Tu Nguyen

**VI. Adjournment**

Offered By:		Ma Ledi Ham Loot		Seconded by:		Diana Chavez
Motion to adjourn at 1:42pm.						
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, July 24, 2020, through Zoom. Consensus by the ASI Finance Committee on Friday, September 4, 2020.

Prepared by:

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**Tu Nguyen, ASI Vice Chair for Finance**

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**Anna Nguyen, Secretary/Treasurer**