



Date: Friday, April 30, 2021

Time: 12:00-2:00 pm

Location: Zoom

Attendees: Funding Sub-Committee, Special Public

Type of Meeting: General

**I. Organizational Items**

- a. Call to Order by Tu Nguyen, Vice Chair for Finance, at 12:03pm.
- b. Roll Call (Establishment of Quorum)

Tu Nguyen	<i>Vice Chair for Finance</i>	Present
Josue Montenegro	<i>Vice President for Finance</i>	Present
Diana Chavez	<i>ASI President</i>	Present
Amber Beasley	<i>Diversity and Inclusion Officer</i>	Present
	<i>BOD Member</i>	Present
	<i>BOD Member</i>	Present
Abel Gullien	<i>Student Committee Member</i>	Present
	<i>Student Committee Member</i>	Present
	<i>Student Committee Member</i>	Present
Akalpit Shukla	<i>Associate Chief Justice</i>	Present
Dena Florez	<i>Office Manager of Administration &amp; Services</i>	Present
Barnaby Peake	<i>Interim Executive Director</i>	Present
Veejay Atilano	<i>CSI Representative</i>	Present
John Tcheng	<i>CFO Designee</i>	Present
Amanda Constantine	<i>UAS Representative</i>	Unexcused tardy @ 12:05pm
Han Nguyen	<i>USU Representative</i>	Present
Guest of the Gallery	, , . Etc..	

**c. Approval of the Agenda for Friday, April 30**

Offered By:	<b>Abel Gullien</b>	Seconded by:	<b>Josue Montenegro</b>
Motion to approve the Agenda for Friday, April 30, 2021.			
Discussion:			



1. Dena mentioned that it is important to get all the minutes in since next meeting would be the last meeting of the semester.						
All in Favor	All	Opposed	None	Abstained	None	<b>Motion: Passed</b>

- d. **Approval of the Minutes for Friday, February 26**
- e. **Approval of the Minutes for Friday, March 12**
- f. **Approval of the Minutes for Friday, March 26**
- g. **Approval of the Minutes for Friday, April 14**

Offered By:	<b>Abel Gullien</b>	Seconded by:	<b>Diana Chavez</b>			
Motion to table the Minutes for Friday, February 26, 2021, Friday, March 12, 2021, Friday, March 26, 2021, and Friday, April 14, 2021.						
Discussion:						
1. Abel said he will get the minutes in.						
All in Favor	All	Opposed	None	Abstained	None	<b>Motion: Passed</b>

- II. **Public Comment** – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or Cal State LA
  - a. Any public comments

III. **Action Items**

- a. **Physics and Astronomy Club** – PAC T-shirts Fundraising – 5/7/2021 – **\$853.20**

Club/organization and event information by a representative.

- 1. Christian Coronel presented PAC's Funding Request Packet
  - a. Been here to promote science for individuals majoring in physics and astronomy or any individuals interested in science in general. Because of the pandemic, hard to fundraise and realized that there were opportunities to promote club through shirts. Realized that ASI can provide funding so saw the opportunity to take advantage of. Was in communication with Tu with the requirements for the design.
  - b. Asking for funding because it is a chunk of money. Promote club by getting shirts for members and fundraising by selling shirts.



Committee Questions/Discussion:

1. Veejay wanted to verify that the t-shirts would be contactless delivery
  - a. Christian said that they encouraged contactless payment through checks or money orders. Added a thank you to Dena for pointing out the cheaper shipping cost of \$5.50 through the USPS. Confirmed at local USPS but was unable to receive an invoice.
2. Tu added that there was a request for a commission fee and was unsure fee of how it would be funded.
  - a. Dena asked what the commission was for
  - b. Christian said that the club advisor knew a graphic designer. Was a fee and was willing to take that on because they wanted to make sure the shirts were designed adequately to be sold. Graphic designer also networks with printing companies to get the shirts made.
  - c. Dena said that it should not be able a problem because it is similar to ASI sending out graphics to be outsourced. Asked if John or Barnaby had any thoughts
  - d. John asked if there were any copyright issues with the design
  - e. Christian said that he does not think there is a waiver, but if it something requested by ASI, it could be provided. All authentic designs.
  - f. John said he only asks because the club is making money off the t-shirt sales. Different if it was gratuitous. If there are copyright issues, it could present itself down the road.
  - g. Christian agrees with John and said if it is something ASI requires, it could be supplied to cover basis.
  - h. Tu asked if it would just be a statement from the artist
  - i. John answered yes, probably.
  - j. Christian asked when they get the statement from the artists, what should be said
  - k. John said it would be something simple that it is not infringing on copyright. Just needs a statement.
  - l. Barnaby asked if it was a design firm
  - m. Christian said that it is just her but she recommends printing companies with competitive prices.
  - n. Barnaby said that she might have a standard design agreement that might already include the copyright language.
3. Abel asked how the 21 shirts would be sold and who would be buying it



- a. Christian answered that it would be open to students, faculty, and family members. Do have a Google Form to supply shirts, size, and shipping location. Provide electronic receipt and contactless. Will mail shirts
- 4. Tu said that we would fund \$7.85 per shirt for members while 50% of the shirt price that are being sold. This would bring the total to \$625.70.

Offered By:	<b>Abel Gullien</b>	Seconded by:	<b>Amber Beasley</b>			
Motion to approve <b>\$625.70</b> for <b>Physics and Astronomy Club</b> 's PAC T-shirts Fundraising on 5/7/2021 with the stipulation to get design agreement release form.						
Discussion:						
1. None						
All in Favor	All	Opposed	None	Abstained	None	<b>Motion: Passed</b>

- b. **Physics and Astronomy Club** – Graduate application Workshop – 5/7/2021 – **\$150.00**

Club/organization and event information by a representative.

- 1. Christian explained PAC's second Funding Request
  - a. Event designed for Cal State LA undergraduates to help them get to graduate college. Guide undergraduates with the information of how to apply to graduate school. Really want to help inform students.
  - b. Doing gift cards to incentivized students to come to event in case students are zoomed out. Information is out there, but want to encourage attendance so the information is presented to students early on.

Committee Questions/Discussion:

- 1. Veejay asked about the different ways gift cards would be awarded. One would be a random drawing and the other would be based off of an essay submission?
  - a. Christian said that hopefully, they get three students to submit essays so that they can be peer reviewed. If more participant submit an essay, than they would do a random drawing.
  - b. Veejay said that was good and asked how the gift cards would be distributed
  - c. Christian said that it would be electronic through email. CINs of recipients will be provided to ASI.



2. Barnaby asked if the grad programs would be broad and general or just for Cal State LA
  - a. Christian said that it was for the application process and what was generally required when applying. Not just for Cal State LA, but general graduate programs
  - b. Barnaby asked if they were partnering with anyone else in the university
  - c. Christian said he knows NSS has done something similar. This particular workshop will be more focused towards the science majors where graduate programs heavily require research and what is required.
  - d. Barnaby said that since he was new to the campus, he is unsure if there were offices that would be able to provide additional information and support for the event

Offered By:	<b>Abel Gullien</b>	Seconded by:	<b>Diana Chavez</b>
Motion to approve <b>\$150.00</b> for <b>Physics and Astronomy Club's</b> Graduate application Workshop on 5/7/2021.			
Offered By:	<b>Abel Gullien</b>	Seconded by:	<b>Diana Chavez</b>
Motion to approve <b>\$150.00</b> for <b>Physics and Astronomy Club's</b> Graduate application Workshop on 5/7/2021 with the stipulation that the CINs of gift card winners are added to the RPP.			
Discussion:			
1. None			
All in Favor	All	Opposed	None
			Abstained
			None
<b>Motion: Passed</b>			
Discussion:			
1. None			
All in Favor	All	Opposed	None
			Abstained
			None
<b>Motion: Passed</b>			

- c. **Phi Alpha Theta, Eta Xi** – History Career Workshop: Public History – 5/8/2021 – **\$450.00**

Club/organization and event information by a representative.

1. Mikayla Aron presented Phi Alpha Theta's Funding Request

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- a. New board member of Phi Alpha Theta, Eta Xi. Local chapter that promotes study of history. Requesting funding for the final career workshop on public history
- b. Feature alumni that talk about experience and internships and then a Q&A afterwards where students can asked questions. Helpful for students. Make connections with alumni and explore possible career opportunities. Can also see how history can be used outside of traditional classroom
- c. Requesting funding by thanking presenter participation through gift cards of honorarium. Also have a gift card giveaway for students.

Committee Questions/Discussion:

- 1. Veejay asked how the Amazon gift cards would be given out
  - a. Mikayla said it would be 2 \$25 gift cards
  - b. Veejay asked how it would be distributed to students
  - c. Mikayla said that a website randomizer would be used to find the two gift card winners. Will get CINs and emails.
- 2. Tu asked if the speakers were Cal State LA faculty and if they would be funded Amazon gift cards
  - a. Mikayla verified the information

Offered By:	<b>Abel Gullien</b>	Seconded by:	<b>Amber Beasley</b>			
Motion to approve <b>\$450.00</b> for <b>Phi Alpha Theta, Eta Xi's</b> History Career Workshop: Public History on 5/8/2021 with the stipulation that the CINs of gift card winners are added to the RPP.						
Discussion:						
1. Dena wanted to clarify that the RPP would include the Amazon receipts of the gift cards						
All in Favor	All	Opposed	None	Abstained	None	<b>Motion: Passed</b>

**IV. Reports**

- a. ASI Vice Chair for Finance: **Tu Nguyen**
- b. ASI Vice President for Finance: **Josue Montenegro**

**V. Adjournment**



Offered By:	<b>Josue Montenegro</b>	Seconded by:	<b>Amber Beasley</b>			
Motion to adjourn the meeting at 12:38pm.						
Discussion:						
1. None						
All in Favor	All	Opposed	None	Abstained	None	<b>Motion: Passed</b>

**DRAFT**



**CERTIFICATION**

Official Minutes taken for the **Funding Sub-Committee** of the Associated Students, Inc. Cal State LA held on Friday, April 30, 2021, through Zoom. Consensus by the ASI Funding Sub-Committee on Friday, May 14, 2021.

Prepared by:

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**Tu Nguyen, Chair for the Funding Sub-Committee**

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**Anna Nguyen, Secretary/Treasurer**

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