



# Finance Committee Meeting

## Minutes

Friday, August 29, 2014 12 pm - 2 pm  
 Location: U-SU Board Room 303AB  
 Attendees: Committee Members & General Public

I. **Organizational Items:**

a. **Called to Order by Carina Kan**

The meeting was called to order at 12:00 PM

b. **Roll Call**

Carina Kan	<i>Vice President for Finance</i>	Present
Shane Vera	<i>President</i>	Present
Dean Truong	<i>Vice President for Administration</i>	Present
Nicholas Carrillo	<i>Vice President for Academic Governance</i>	Present
Ruth Ramos	<i>Secretary/ Treasurer</i>	Absent Excused
Norma Sierra	<i>College of Business &amp; Economics Rep.</i>	Present
Karla Guardado	<i>College of Business &amp; Economics Rep.</i>	Present
Brian Wu	<i>Student Appointee</i>	Present
Antonio Canzona	<i>Student Appointee</i>	Present
Michael Flores	<i>Student Appointee</i>	Present
Matt Warren	<i>University President's Designee</i>	Absent Excused
Ronnie Wills	<i>Adm of Finance Designee</i>	Absent Excused
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Present
Frances Tsai	<i>Chief Justice / Associate Justice</i>	Present
Dena Florez	<i>Office Manager of Administration &amp; Services</i>	Present
Guests of the Gallery		

c. **Approval of Agenda (action):**

<b>Offered By:</b>	<b>Shane Vera</b>	<b>Seconded by:</b>	<b>Brian Wu</b>
Motion to approve the adoption of Agenda for Friday, August 29, 2014. Discussion: none			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

II. **Public Forum - This time is allotted for members of the public to address the board.**

✦ N/A

III. **Special Presentation(s)**

a. A.S.I. Financial Statement prepared by MGO – the Finance Committee will review the 2013-14 financial statement.

✦ University Controller, Thomas Leung, went over and explained A.S.I. financial statements.

IV. **Discussion I**

a. Review of sample funding requests.

✦ Beta Alpha Psi requested a \$999.00 reimbursement for hosting "Meet the Firms" event.

V. **Action Items**

- a) **Appointment of Vice Chair to the Finance Committee** – the committee will take action on appointing an interested member to take on the role.

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Nicholas Carrillo</b>
Motion to Appoint Antonio Canzona to Vice Chair of the Finance Committee			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

- Antonio accepted appointment and will do his best.

- b) **A.S.I. Financial Statement prepared by MGO** – The Finance Committee will take action on the 2013-14 financial statement:

<b>Offered By:</b>	<b>Shane Vera</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>
Motion to Approve A.S.I. Financial Statement prepared by MGO			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

- c) **Funding Proposal Review for:**

- i. **Beta Alpha Psi Funding Request – Meet the Firms**

- Shane Vera - What was the attendance in the past?
- Dean Truong – Which companies/industries are attending the event?
- Paper with list of companies was given and passed around.
- Karla Guardado - Why is money charged to CSULA students attending the event?
- More questions were raised about how many people were already charged in advance and how much money was already acquired by the club.
- \$25 was already charged to 105 people which totals up to \$2,625. This total already exceeds the total stated cost of the event (\$2381.70).
- Brian Wu and Nicholas Carrillo speculated that there must have been a pricing and calculation error with regards to the total cost of the event which was started or that Beta Alpha Psi just followed what was done with last year's event.
- Shane Vera proposed that the committee should divert its focus from pricing errors, and focus on the promotion of student involvement through funding clubs.

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Nicholas Carrillo</b>
Motion to Approve Beta Alpha Psi's Funding Request of \$999.00 for Meet the Firms event			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

- Shane Vera – Does this event meet food requirements?
- Carina Kan confirmed Shane's question
- Shane Vera – Is there a sign in list?
- Dean Truong – There should be a consensus that Beta Alpha Psi provides A.S.I. with the sign in list of the event before receiving reimbursement.

<b>Offered By:</b>	<b>Shane Vera</b>	<b>Seconded by:</b>	<b>Nicholas Carrillo</b>
Motion to Amend Main Motion of Funding Beta Alpha Psi \$999.00 with the requirement that they provide a sign in list before receiving reimbursement.			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

- d. **Policy 201 Finance Committee Code of Procedures** – The Finance Committee will review and take action(s) on recommended changes to the Finance Committee COP.

<b>Offered By:</b>	<b>Nicholas Carrillo</b>	<b>Seconded by:</b>	<b>Shane Vera</b>
Motion to Refer section d. i. to By-Laws, UCCO, and Executive Committee			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

- e. **Policy 204 – Funding Guidelines Policy & A.S.I. Direct Funding Allocation Guidelines** – The Finance Committee will review and take action on recommendations to the policy.

- ✦ Nicholas Carrillo – With regards to page 5 Section V. i. is there a list of clubs provided to us by which we shouldn't fund?
- ✦ Intef Weser - No
- ✦ Nicholas Carrillo expresses that he would like an at risk club list to avoid holding money for incompetent clubs.

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Shane Vera</b>
Motion to Approve policy 204 and guidelines with changes			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

VI. **Discussion II:**

- a. Finance Committee 2014-15 Vision Discussion
  - ✦ General agreement that the Committee should give more time to clubs to hand in paper work.
  - ✦ Carina Kan accepts that it is her decision to spend more time and do more work with club paper work.
- b. Policy 213 – Academic/Student Organization Travel – The Finance Committee will review the policy
  - ✦ N/A
- c. Future University Support Site Visits
  - i. Anna Bing Children's Center,
  - ii. Educational Opportunity Program (EOP),
  - iii. Educational Participation in Communities (EPIC)
  - ✦ N/A

V. **Reports**

- a. A.S.I. Vice President for Finance
  - ✦ N/A
- b) **University Designee(s):**
  - ✦ N/A

VI **Adjournment:**

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Norma Sierra</b>
Motion to adjourn the meeting at <u>  2:02  </u> pm.			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

Associated Students, Inc.  
Finance Committee Meeting  
**Summary of Actions Taken**

I. **Organizational Items:**

**c. Approval of Agenda (action):**

<b>Offered By:</b>	<b>Shane Vera</b>	<b>Seconded by:</b>	<b>Brian Wu</b>
Motion to approve the adoption of Agenda for Friday, August 29, 2014. Discussion: none			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

II. **Action Items**

- a) **Appointment of Vice Chair to the Finance Committee** – the committee will take action on appointing an interested member to take on the role.

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Nicholas Carrillo</b>
Motion to Appoint Antonio Canzona to Vice Chair of the Finance Committee			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

- b) A.S.I. Financial Statement prepared by MGO – The Finance Committee will take action on the 2013-14 financial statement:

<b>Offered By:</b>	<b>Shane Vera</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>
Motion to Approve A.S.I. Financial Statement prepared by MGO			

<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed
---------------------	------------	----------------	--	------------------	--	-----------------------

- c) Funding Proposal Review for:  
i. Beta Alpha Psi Funding Request – Meet the Firms

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Nicholas Carrillo</b>			
Motion to Approve Beta Alpha Psi's Funding Request of \$999.00 for Meet the Firms event						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed

<b>Offered By:</b>	<b>Shane Vera</b>	<b>Seconded by:</b>	<b>Nicholas Carrillo</b>			
Motion to Amend Main Motion of Funding Beta Alpha Psi \$999.00 with the requirement that they provide a sign in list before receiving reimbursement.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed

- d. Policy 201 Finance Committee Code of Procedures – The Finance Committee will review and take action(s) on recommended changes to the Finance Committee COP.

<b>Offered By:</b>	<b>Nicholas Carrillo</b>	<b>Seconded by:</b>	<b>Shane Vera</b>			
Motion to Refer section d. i. to By-Laws, UCCO, and Executive Committee						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed

- e. Policy 204 – Funding Guidelines Policy & A.S.I. Direct Funding Allocation Guidelines – The Finance Committee will review and take action on recommendations to the policy.

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Shane Vera</b>			
Motion to Approve policy 204 and guidelines with changes						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed

**VI Adjournment:**

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Norma Sierra</b>			
Motion to adjourn the meeting at 2:02 pm.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed

**CERTIFICATION**

Official Minutes taken for the **FINANCE COMMITTEE MEETING** of the Associated Students, Inc, CSULA held on Friday, August 29, 2014 in the University Student Union 303AB. Consensus by the Finance Committee on: Friday, October 3, 2014.

Prepared by:

\_\_\_\_\_  
**Antonio Canzona, Recording Secretary**

\_\_\_\_\_  
**Carina Kan, Committee Chair**

\_\_\_\_\_  
**Ruth Ramos, Secretary/Treasurer**