



Finance Committee Meeting

Minutes

Friday, January 30, 2015 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 12:01 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>	Excused Absent
Ruth Ramos	<i>Secretary/ Treasurer</i>	Present
Norma Sierra	<i>College of Business & Economics Rep.</i>	Excused Late <u>12:02</u>
Karla Guardado	<i>College of Business & Economics Rep.</i>	Present
Brian Wu	<i>Student Appointee</i>	Present
Antonio Canzona	<i>Vice Chair for Finance</i>	Excused Late <u>12:05</u>
Michael Flores	<i>Student Appointee</i>	Present
Matt Warren	<i>University President's Designee</i>	Excused Absent
Ronnie Wills	<i>Adm of Finance Designee</i>	Excused Absent
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Excused Absent
Frances Tsai	<i>Chief Justice / Associate Justice</i>	Present
Dena Florez	<i>Office Manager of Administration & Services</i>	Present
Diego Tinoco	<i>Community Affairs Representative-at-Large</i>	Present
Guests of the Gallery	Ricardo Silva (Sigma Nu), Lee Sam (Accounting Society), Melissa Meclina (Accounting Society), Kuo-Lun Cheng (Accounting Society), Gordon Truong (Beta Alpha Psi), Daisy Martinez (ECCO), Cynthia Alvarez (ECCO), Bryan Sanchez (ECCO), Andres Cheng (Beta Alpha Psi), Jeorge Morales (Beta Alpha Psi/ALPFA), Bryan Seo (Beta Alpha Psi), Alexus Ramsey (Black Student Union), Ruben Aceuedo (Forensic Science Student Association), Natasha Luras (Phi Alpha Theta Eta XI), Hye Ryun Katherine Yang (Phi Alpha Theta Eta XI), Joshua Lundblade (American Society of Civil Engineers), Martin Inchaurregui (American Society of Civil Engineers), Bill Melendez (ALPFA), Kristine Matsuura (Student Dietetic Association), Kanako Miyoshi (Student Dietetic Association), Tracey My (Forensics Speech and Debate), Angeline Bernabe (Her Campus), McDonald Daniel Lee (Lions Club International)	

c. Approval of Agenda (action):

Offered By: Shane Vera	Seconded by: Ruth Ramos			
Motion to approve the adoption of Agenda for Friday January 30, 2015. Discussion: none				
All in Favor	All	Opposed	Abstained	Motion: passed

d. Approval of Minutes (action):

Offered By: Brian Wu	Seconded by: Shane Vera
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Motion to approve the minutes for Friday, January 16, 2015.

All in Favor	All	Opposed		Abstained		Motion: passed
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II. Public Forum - This time is allotted for members of the public to make announcements to the council and/or address the committee.

- Dean Truong presented about homecoming week.

III. Action Items

a. A.S.I. 990 Tax Return – The committee will review and take action on the 2013 returns.

- Shane Vera raised concerns about the hours served per week which were placed on the officers. He believed it should be more than 2 hours a week.
- Thomas Leung clarified that all 52 weeks of the year are accounted for in the tax return, so it is ideal that it is 2 hours a week since the long breaks when ASI is not active still count.
- The committee agrees that it should still be raised to 5 hours a week.

Offered By:	Brian Wu	Seconded by:	Dean Truong			
Motion to approve A.S.I. 990 Tax Return with the 5 hour a week correction						
All in Favor	10	Opposed	1	Abstained	1	Motion: passed

b. Funding Proposal Review for:

i. Accounting Society Funding Request – Porto's Bake Sale - \$899.80

Offered By:	Brian Wu	Seconded by:	Diego Tinoco			
Motion to approve Accounting Society Funding Request – Porto's Bake Sale - \$899.80						
All in Favor	All	Opposed		Abstained		Motion: passed

ii. Lions Club International Funding Request – Lions Fundraiser - \$194.33

Offered By:	Shane Vera	Seconded by:	Diego Tinoco			
Motion to approve Lions Club International Funding Request – Lions Fundraiser - \$194.33						
All in Favor	All	Opposed		Abstained		Motion: passed

iii. ALFA-CSULA Funding Request – Business Students Unite - \$844.47

Offered By:	Shane Vera	Seconded by:	Brian Wu			
Motion to approve ALFA-CSULA Funding Request – Business Students Unite - \$844.47						
All in Favor	All	Opposed		Abstained		Motion: passed

iv. Her Campus Funding Request – Sweetheart Social - \$152.55

Offered By:	Norma Sierra	Seconded by:	Brian Wu			
Motion to approve Her Campus Funding Request – Sweetheart Social - \$152.55						
All in Favor	All	Opposed		Abstained		Motion: passed

v. Phi Alpha Theta Eta Xi Funding Request – Winter Banquet and Awards Ceremony - \$1000.00

Offered By:	Ruth Ramos	Seconded by:	Michael Flores			
Motion to approve Phi Alpha Theta Eta Xi Funding Request – Winter Banquet and Awards Ceremony - \$1000.00						
All in Favor	All	Opposed		Abstained		Motion: passed

vi. Phi Alpha Theta Eta Xi Funding Request – Women's History Month Lecture: Dr. Hall - \$714.48

Offered By:	Dean Truong	Seconded by:	Michael Flores			
Motion to approve Phi Alpha Theta Eta Xi Funding Request – Women's History Month Lecture: Dr. Hall - \$714.48						
All in Favor	All	Opposed		Abstained		Motion: passed

vii. Sigma Nu Funding Request – Nu Games St. Judes Banquet - \$3000.00

Offered By:	Shane Vera	Seconded by:	Dean Truong
Motion to approve Sigma Nu Funding Request – Nu Games St. Judes Banquet - \$3000.00 with the stipulation that none of the events conflict with ASI's events during homecoming.			
All in Favor	All	Opposed	Abstained Motion: passed

viii. Statement Unbound Funding Request – Claiming Freedom Symposium Day 1, 2, 3 - \$1000

Offered By:	Michael Flores	Seconded by:	Ruth Ramos
Motion to approve Statement Unbound Funding Request – Claiming Freedom Symposium Day 1, 2, 3 - \$1000			
All in Favor	All	Opposed	Abstained Motion: passed failed

ix. Beta Alpha Psi Funding Request – Krispy Kreme Fundraiser, Banh Mi & Boba - \$667.28

Offered By:	Brian Wu	Seconded by:	Shane Vera
Motion to approve Beta Alpha Psi Funding Request – Krispy Kreme Fundraiser, Banh Mi & Boba - \$667.28			
All in Favor	All	Opposed	Abstained Motion: passed

x. Student Dietetic Association Funding Request – National Nutrition Month - \$592.98

Offered By:	Diego Tinoco	Seconded by:	Shane Vera
Motion to approve Student Dietetic Association Funding Request – National Nutrition Month - \$592.98			
All in Favor	All	Opposed	Abstained Motion: passed

xi. Forensic Science Student Association Funding Request – FSSA's Inaugural Symposium - \$480.82

Offered By:	Michael Flores	Seconded by:	Brian Wu
Motion to approve Forensic Science Student Association Funding Request – FSSA's Inaugural Symposium - \$480.82			
All in Favor	All	Opposed	Abstained Motion: passed

xii. ECCO Funding Request – Entrepreneurship Org. Master Class - \$515.50

Offered By:	Ruth Ramos	Seconded by:	Michael Flores
Motion to approve ECCO Funding Request – Entrepreneurship Org. Master Class - \$515.50			
All in Favor	All	Opposed	Abstained Motion: passed

xiii. Forensics Speech and Debate Funding Request – Fundraisers - \$884.32

Offered By:	Diego Tinoco	Seconded by:	Karla Guardado
Motion to approve Forensics Speech and Debate Funding Request – Fundraisers - \$884.32			
All in Favor	All	Opposed	Abstained Motion: passed

xiv. ASCE Funding Request – ASCE Bake Sale - \$603.33

Offered By:	Ruth Ramos	Seconded by:	Shane Vera
Motion to approve ASCE Funding Request – ASCE Bake Sale - \$603.33			
All in Favor	All	Opposed	Abstained Motion: passed

c. Administrative Assistant II Position Allocation – The Finance Committee will take action on Personnel Committee recommendation to fund a student assistant position to assist with front desk coverage and several expanding administrative tasks.

- ✦ Dena explained that this position would assist in coverage of work, accounting in particular. It would be a 20 hour a week position and the student would preferably be an accounting major, however it is also very open to hiring from

within ASI as a promotion. This position entails helping with paper work (possibly club funding) which would allow other staff to get other things done quicker.

- ✦ Shane Vera clarified that the need for the position was approved in the personnel committee; the next step would be for the finance committee to approve the funding for it.
- ✦ Antonio Canzona questioned which part of the budget is being cut in order to allocate the money for the position.
- ✦ Intef Weser explained that there is enough allocated money in the administrative budget line item left over to fund this position for the rest of this year. We will be pulling unspent money from the GIA vacancies.
- ✦ Antonio Canzona asked about the process of choosing a candidate for the position.
- ✦ Intef Weser explained that it would be led by a committee made up of student staff and governing officers to post the position and recruit.
- ✦ Antonio Canzona asked and was clarified that once this is approved by the finance committee, it will be sent to the next BOD meeting and the searching process will take place immediately.

Offered By:	Shane Vera	Seconded by:	Diego Tinoco
Motion to approve Administrative Assistant II Position Allocation			
All in Favor	All	Opposed	Abstained
			Motion: passed

I. Discussion II

- a. Funding Guidelines – The Finance Committee will review the policy
 - ✦ N/A
- b. Scholarship Committee
 - ✦ N/A
- c. Future University Support Site Visits
 - i. Educational Opportunity Program (EOP)
 - ii. Educational Participation in Communities (EPIC)
- ✦ February 13 at 11am

V. Reports

- a. A.S.I. Vice President for Finance
 - ✦ Scholarship Committee and Referendum announcements.

VI. Adjournment:

Offered By:	Shane Vera	Seconded by:	Dean Truong
Motion to adjourn the meeting at 1:36 pm.			
All in Favor	All	Opposed	Abstained
			Motion: passed failed

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

I. Organizational Items:

c. Approval of Agenda (action):

Offered By:	Shane Vera	Seconded by:	Ruth Ramos
Motion to approve the adoption of Agenda for Friday January 30, 2015. Discussion: none			
All in Favor	All	Opposed	Abstained
			Motion: passed

d. Approval of Minutes (action):

Offered By:	Brian Wu	Seconded by:	Shane Vera
Motion to approve the minutes for Friday, January 16, 2015.			
All in Favor	All	Opposed	Abstained
			Motion: passed

III. Action Items

- a. A.S.I. 990 Tax Return – The committee will review and take action on the 2013 returns.

Offered By:	Brian Wu	Seconded by:	Dean Truong
Motion to approve A.S.I. 990 Tax Return with the 5 hour a week correction			
All in Favor	10	Opposed	1
		Abstained	1
			Motion: passed

b. Funding Proposal Review for:

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Offered By:	Brian Wu	Seconded by:	Diego Tinoco
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All in Favor	All	Opposed	Abstained Motion: passed

ii. Lions Club International Funding Request – Lions Fundraiser - \$194.33

Offered By:	Shane Vera	Seconded by:	Diego Tinoco
Motion to approve Lions Club International Funding Request – Lions Fundraiser - \$194.33			
All in Favor	All	Opposed	Abstained Motion: passed

iii. ALFA-CSULA Funding Request – Business Students Unite - \$844.47

Offered By:	Shane Vera	Seconded by:	Brian Wu
Motion to approve ALFA-CSULA Funding Request – Business Students Unite - \$844.47			
All in Favor	All	Opposed	Abstained Motion: passed

iv. Her Campus Funding Request – Sweetheart Social - \$152.55

Offered By:	Norma Sierra	Seconded by:	Brian Wu
Motion to approve Her Campus Funding Request – Sweetheart Social - \$152.55			
All in Favor	All	Opposed	Abstained Motion: passed

v. Phi Alpha Theta Eta Xi Funding Request – Winter Banquet and Awards Ceremony - \$1000.00

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Motion to approve Phi Alpha Theta Eta Xi Funding Request – Winter Banquet and Awards Ceremony - \$1000.00			
All in Favor	All	Opposed	Abstained Motion: passed

vi. Phi Alpha Theta Eta Xi Funding Request – Women's History Month Lecture: Dr. Hall - \$714.48

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All in Favor	All	Opposed	Abstained Motion: passed

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Motion to approve Sigma Nu Funding Request – Nu Games St. Judes Banquet - \$3000.00 with the stipulation that none of the events conflict with ASI's events during homecoming.			
All in Favor	All	Opposed	Abstained Motion: passed

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Offered By:	Michael Flores	Seconded by:	Ruth Ramos
Motion to approve Statement Unbound Funding Request – Claiming Freedom Symposium Day 1, 2, 3 - \$1000			
All in Favor	All	Opposed	Abstained Motion: passed failed

ix. Beta Alpha Psi Funding Request – Krispy Kreme Fundraiser, Banh Mi & Boba - \$667.28

Offered By:	Brian Wu	Seconded by:	Shane Vera
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All in Favor	All	Opposed	Abstained Motion: passed

x. Student Dietetic Association Funding Request – National Nutrition Month - \$592.98

Offered By:	Diego Tinoco	Seconded by:	Shane Vera
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All in Favor	All	Opposed	Abstained Motion: passed

xi. Forensic Science Student Association Funding Request – FSSA's Inaugural Symposium - \$480.82

Offered By:	Michael Flores	Seconded by:	Brian Wu
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All in Favor	All	Opposed		Abstained		Motion: passed
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xii. ECCO Funding Request – Entrepreneurship Org. Master Class - \$515.50

Offered By:	Ruth Ramos	Seconded by:	Michael Flores
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Motion to approve ECCO Funding Request – Entrepreneurship Org. Master Class - \$515.50

All in Favor	All	Opposed		Abstained		Motion: passed
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Offered By:	Diego Tinoco	Seconded by:	Karla Guardado
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Motion to approve Forensics Speech and Debate Funding Request – Fundraisers - \$884.32

All in Favor	All	Opposed		Abstained		Motion: passed
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Motion to approve ASCE Funding Request – ASCE Bake Sale - \$603.33

All in Favor	All	Opposed		Abstained		Motion: passed
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c. Administrative Assistant II Position Allocation – The Finance Committee will take action on Personnel Committee recommendation to fund a student assistant position to assist with front desk coverage and several expanding administrative tasks.

Offered By:	Shane Vera	Seconded by:	Diego Tinoco
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Motion to approve Administrative Assistant II Position Allocation

All in Favor	All	Opposed		Abstained		Motion: passed
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VI. Adjournment:

Offered By:	Shane Vera	Seconded by:	Dean Truong
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Motion to adjourn the meeting at ___ 1:36 ___ pm.

All in Favor	All	Opposed		Abstained		Motion: passed	failed
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CERTIFICATION

Official Minutes taken for the **FINANCE COMMITTEE MEETING** of the Associated Students, Inc, CSULA held on Friday, January 30, 2015 in the University Student Union 303AB. Consensus by the Finance Committee on: Friday, February 13, 2015.

Prepared by:

Antonio Canzona, Recording Secretary

Carina Kan, Committee Chair

Ruth Ramos, Secretary/Treasurer