



Finance Committee Meeting

Minutes

Friday, October 17, 2014, 2014 11 am - 1 pm
 Location: U-SU San Gabriel Rm. 313
 Attendees: Committee Members & General Public

I. Organizational Items:

a. Called to Order by Carina Kan

The meeting was called to order at 11:07 AM

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>	Absent
Ruth Ramos	<i>Secretary/ Treasurer</i>	Late Excused 12:10pm
Norma Sierra	<i>College of Business & Economics Rep.</i>	Present
Karla Guardado	<i>College of Business & Economics Rep.</i>	Present
Brian Wu	<i>Student Appointee</i>	Present
Antonio Canzona	<i>Vice Chair</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>	Absent Excused
Frances Tsai	<i>Chief Justice / Associate Justice</i>	Present
Dena Florez	<i>Office Manager of Administration & Services</i>	Late Excused 11:11am
Diego Tinoco	<i>Community Affairs Representative-at-Large</i>	Late Excused 12:00pm
Guests of the Gallery	Carlos David (Beta Alpha Psi), Sunny Duong (Beta Alpha Psi), Jonathan Lee (Statement Magazine), Victor Garcia (FMA), Albert Malkhasyan (FMA), Cynthia Alvaret (ECCO), Gabriel Punduro Jr., Hannah Jacobsen (No More Starving Students), Julia Hillard (The Tesol Society), Christopher Flores (Lambda Alpha Epsilon), Prof. Tony Cox (Golden Eagle Radio), Sophia Biggs (Golden Eagle Radio)	

c. Approval of Agenda (action):

Offered By:	Brian Wu	Seconded by:	Norma Sierra
Motion to approve the adoption of Agenda for Friday, October 17, 2014. Discussion: none			
All in Favor	All	Opposed	Abstained
			Motion: passed

d. Approval of Minutes (action):

Offered By:	Karla Guardado	Seconded by:	Dean Truong
Motion to approve the minutes for Friday, October 3, 2014.			
All in Favor	All	Opposed	Motion: passed

II. Public Forum - This time is allotted for members of the public to make announcements to the council and/or address the committee.

✦ N/A

III. Action Items

a. Funding Proposal Review for:

i. EcoCar3 Funding Request – Fall Workshop -- \$2000

✦ N/A

ii. Statement Magazine Funding Request – National Day on Writing – \$217.89

✦ Jonathan Lee, Treasurer/Co-editor/Website coordinator for Statement Magazine, made a presentation about the fund raiser for Statement Magazine.

Offered By:	Shane Vera	Seconded by:	Dean Truong
Motion to Approve Statement Magazine Funding Request – National Day on Writing – \$217.89			
All in Favor	All	Opposed	Motion: passed

iii. SURGE Funding Request – SURGE's 1st Fall Bakesale – \$999

✦ There was a presentation about the bake sale and how the money earned goes to scholarships to students.

✦ Shane Vera – How successful have your bake sale's been?

✦ The bake sales usually make about \$1000 in sales

Offered By:	Brian Wu	Seconded by:	Shane Vera
Motion to approve SURGE Funding Request – SURGE's 1st Fall Bakesale – \$999			
All in Favor	All	Opposed	Motion: passed

iv. Beta Alpha Psi Funding Request – Fall Awards Breakfast – \$2000

✦ There was a presentation about how the event is meant to honor scholarship recipients. The turnout for last year's event was about 72 people.

✦ MOTION MOVED – DISCUSSION BEGINS

✦ Dean Truong inquired that we are only funding expenses for CSULA students.

✦ Carina Kan confirmed Dean's inquiry and added that we cannot fund the flyers since the club already paid for them.

✦ Shane Vera questioned if we were within funding guidelines to fund the breakfast expenses.

✦ Carina Kan confirmed the guidelines and states that we can only fund \$6.00 out of the \$17.25 for each All-American Special Breakfast Buffet. This is multiplied by the amount of CSULA students in attendance which is 60. Total funding for breakfast would be \$360.

✦ Karla Guardado questioned why they need 100 parking permits if there are only a total of 80 people in attendance.

✦ Shane Vera answered that they need to buy out all the spots of the top parking structure to rent it out.

✦ Carina Kan gave the committee a break down on how much of the expenses we were allowed to fund in accordance to guidelines and policy. It totals up to \$1,620.27. The funding request exceeds \$1000, so it will be sent to the BOD.

Offered By:	Shane Vera	Seconded by:	Michael Flores
Motion to amend the amount to fund Beta Alpha Psi Funding Request – Fall Awards Breakfast to \$1620.27			
All in Favor	All	Opposed	Motion: passed

Offered By: Dean Truong	Seconded by: Karla Guardado	
Motion to fund Beta Alpha Psi Funding Request – Fall Awards Breakfast with the amendment of \$1620.27		
All in Favor	All	Opposed
		Abstained
		Motion: passed

v. E.C.C.O. Funding Request (5) – E.C.C.O. Weekly Meeting – \$115.09; \$104.26; \$111.91; \$137.73; \$406.72

- There were concerns about funding the table cover.
- Antonio Canzona was wondering if we could fund the banners with the stipulation that Intef Weser reviews them before the event to make sure they have the ASI logo.

Offered By: Antonio Canzona	Seconded by: Michael Flores	
Motion to amend the main motion to add a stipulation that ASI reviews the banners to confirm the presence of an ASI Logo/Design before signing off on the funding requests.		
All in Favor	All	Opposed
		Abstained
		Motion: passed

- Vera would prefer that the clubs utilize funding set aside for UCCO to fund the table covers
- Michael Flores points out that according to policy, ASI can only fund 50% of copies.
- Dean Truong is concerned that the club would need the table covers funded so they have it in time for the event.
- Shane Vera is not opposed to funding the club for the table covers but it believes that funding it would discredit the incentives in the UCCO. If we would continue doing this, maybe we should take that funding back from the UCCO so that the finance committee will still remain consistent and intact with budgetary obligations.
- Carina Kan wanted to address the question of how much a table cover really does to benefit advertising.
- Shane Vera agreed that table covers make clubs look more professional, and that funding should be given in time for the event as opposed to going through UCCO. Later on the committee can re-evaluate how UCCO funding should be used.

Offered By: Shane Vera	Seconded by: Brian Wu	
Motion to amend the main motion to fund all 5 requests excluding the table covers and 50% of copies		
All in Favor		Opposed
	All	Abstained
		Motion: failed

The committee discussed that we should still not fund the 50% of copies in accordance with policy.

Offered By: Shane Vera	Seconded by: Antonio Canzona	
Motion to amend the main motion to fund all 5 requests excluding 50% of copies		
All in Favor	All	Opposed
		Abstained
		Motion: passed

Offered By: Brian Wu	Seconded by: Shane Vera	
Motion to Approve all 5 E.C.C.O. Funding Requests given all the amendments with a total of \$854.21		
All in Favor	All	Opposed
		Abstained
		Motion: passed

vi. Accounting Society Funding Request – Porto's Bake Sale – \$418.38

Offered By: Brian Wu	Seconded by: Shane Vera	
Motion to approve Accounting Society Funding Request – Porto's Bake Sale – \$418.38		
All in Favor	All	Opposed
		Abstained
		Motion: passed

vii. FMA Funding Request (2) – FMA General Meetings – \$115.09; \$116.37

Offered By: Shane Vera	Seconded by: Brian Wu	
Motion to approve both FMA Funding Requests– FMA General Meetings – Totaling \$231.46		
All in Favor	All	Opposed
		Abstained
		Motion: passed

b. Policy 213 – Academic/Student Organization Travel – The Finance Committee will take action on the policy

- ✦ Carina Kan opens discussion by indicating that the committee has reviewed and used this policy (Policy 213) last meeting on October 3, 2014. Regarding discussion on an action item to fund a student travel request which dealt with the policy, the committee agreed that changes should be made to sections 5.4 and 5.7.5.
- ✦ MOTION MOVED – DISCUSSION BEGINS
- ✦ Antonio Canzona – It is preferable that we table/postpone action on this policy to next meeting. We don't have much information to sink our teeth in, all we have is the policy in front of us. Prior to next meeting the committee should be supplied with past committee/BOD minutes, with discussion regarding section 5.4 and 5.7.5. Without any background information, the committee would be inhibited of making an informed decision. The committee should review the reasoning of why these sections of the policy were established. Action on this policy should be based on our agreement or disagreement with the reasons for putting these policies into play.

Offered By:	Michael Flores	Seconded by:	Sean Vera		
Motion to amend Policy 213 – Academic/Student Organization Travel – Section 5.4 and 5.7.5					
All in Favor		Opposed	All	Abstained	Motion: failed

Offered By:	Shane Vera	Seconded by:	Dean Truong		
Motion to table Policy 213 – Academic/Student Organization Travel to next meeting.					
All in Favor	All	Opposed		Abstained	Motion: passed

I. Discussion II

a. Golden Eagle Special Presentation

- ✦ Carina Kan asks the committee to review policy 206 which would deal with funding requests over \$5,000 and would give a basic understanding going into this presentation.
- ✦ Sophia Biggs, president of Golden Eagle Radio, gave a presentation on what Golden Eagle Radio is about. "Golden Eagle Radio would provide a big step for the rebranding campaign of CSULA and needs the finance committee to invest in this program for the students"
- ✦ There are a total of about 50 members, and the organization has been the communication hub/channel for the students to get information about events on campus.
- ✦ Golden Eagle Radio is getting close to a very pivotal point in their historical timeline and are getting ready to launch the in studio project. In order to complete everything they need to pay the students who will be investing a lot of time on this project.
- ✦ Paid members would include 2 engineers, 1 marketing and promotion person, and 1 station president/program director. These positions require 20 hours of work per week, and the maximum rate would be \$10 an hour per student.
- ✦ The organization has officially been enforced by Arts and Letters and have already received money for the equipment and building the physical radio station.
- ✦ Shane Vera was concerned about the organization not having a full time outside person, who is not a student or faculty member who could give all their time to making this a reality.
- ✦ Professor Tony Cox, the faculty adviser for Golden Eagle Radio, mentions that the organization already has submitted a \$77,000 budget which was submitted to the University, which agreed on half of the budget so far, which includes the purchase of equipment (\$26,000) which already has been done and \$5,000 to cover 4 sets of licenses. While the organization is in the process of waiting for additional funding for what Shane has mentioned, the organization knows that there are some students who have to put in an extra amount of time, and thought that it was appropriate to pay them during the very critical launch period from December 1st through January 1st. Once Golden Eagle Radio is on the air they hope that the University will come through with the remaining money to hire a full time staff person. Everyone has already volunteered many hours and this is so important to the rebranding of the University, to the point where the University will support us, but also wants to see what we can provide before giving the rest of the budget.
- ✦ Professor Tony Cox mentions that the organization needs \$6,400 to finance 4 students for 8 weeks. TVF, which is Tony's department, is willing to give half of that if ASI give the other half. So Golden Eagle Radio is asking for \$3,200. Tony also clarifies that the students who are going to be paid have responsibilities over and above the other members. For example, they are paying the student who is in charge of all the engineers, the student in charge of everyone working on the website; these are the people who will be paid.
- ✦ Antonio Canzona questioned if the committee was looking at the correct policy, since policy 206 is for funding \$5,000 and above. He also wondered who the trustee of the sub account would be.

- ✦ Intef Weser clarified that the policy fits for a more long term agreement which would be with TVF, not with Golden Eagle Radio. The trustee would probably be Professor Cox, or another faculty member/staff person.

b. Future University Support Site Visits

- i. Anna Bing Children's Center
 - ✦ Next finance meeting, before the meeting we will visit at 10:30-11:30am October 31.
 - ii. Educational Opportunity Program (EOP)
 - ✦ This site visit will be scheduled for the following finance committee meeting on November 13.
 - iii. Educational Participation in Communities (EPIC)
 - ✦ This site visit will be scheduled for the following finance committee meeting on November 13.

V. Reports

- a. A.S.I. Vice President for Finance

- ✦ N/A

VII. Information Items

- ✦ Next meeting there will be a site visit for the committee at Anna Bing Children's center, this will be before the meeting at 10:30-11:30am October 31.

VIII. Adjournment:

Offered By:	Dean Truong	Seconded by:	Shane Vera
Motion to adjourn the meeting at 12:49 pm.			
All in Favor	All	Opposed	Abstained Motion: passed

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

I. Organizational Items:

c. Approval of Agenda (action):

Offered By:	Brian Wu	Seconded by:	Norma Sierra
Motion to approve the adoption of Agenda for Friday, October 17, 2014. Discussion: none			
All in Favor	All	Opposed	Abstained Motion: passed

d. Approval of Minutes (action):

Offered By:	Karla Guardado	Seconded by:	Dean Truong
Motion to approve the minutes for Friday, October 3, 2014.			
All in Favor	All	Opposed	Abstained Motion: passed

III. Action Items

- a. Funding Proposal Review for:

- ii. Statement Magazine Funding Request – National Day on Writing – \$217.89

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All in Favor	All	Opposed	Abstained
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VII. Adjournment:

Offered By:	Dean Truong	Seconded by:	Shane Vera
Motion to adjourn the meeting at 12:49 pm.			
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			Motion: passed

CERTIFICATION

Official Minutes taken for the **FINANCE COMMITTEE MEETING** of the Associated Students, Inc, CSULA held on Friday, October 17, 2014, 2014 in the University Student Union San Gabriel Rm. 313. Consensus by the Finance Committee on: Friday, October 31, 2014.

Prepared by:

Antonio Canzona, Recording Secretary

Carina Kan, Committee Chair

Ruth Ramos, Secretary/Treasurer