



# Finance Committee Meeting

## Minutes

Friday, October 31, 2014, 2014 12 pm - 2 pm  
 Location: U-SU Board Room 303AB  
 Attendees: Committee Members & General Public

**Organizational Items:**

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

The meeting was called to order at 12:07 PM

**b. Roll Call**

Carina Kan	<i>Vice President for Finance</i>	Present
Shane Vera	<i>President</i>	Excused Absent
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>	Present
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>Vice Chair for Finance</i>	Present
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 &amp; Services</i>	Excused Absent
Diego Tinoco	<i>Community Affairs Representative-at-Large</i>	Absent
Guests of the Gallery	Sophia Biggs (Golden Eagle Radio), Andrea Mendoza (Forensics Speech and Debate), Cynthia Alvaret (ECCO), Luis Antezana (ZBT), Adran Talavera (ZBT), Kelle Feming (International Friends), Aayushi Hingle (International Friends), Takahito Watanabe (Korean Student Association), Bonnie Butcher (Golden Eagle Hospitality, UAS), Amanda Tapia (Golden Eagle Hospitality, UAS)	

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

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>
Motion to approve the adoption of Agenda for Friday, October 31, 2014.			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

**d. Approval of Minutes (action):**

✚ N/A

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

✚ Club members presented intros to their funding proposals.

## Action Items

### a. Funding Proposal Review for:

#### i. International Friends Funding Request – International Cultural Night and Dinner - \$3000.00

- ✦ Brian Wu questioned if this was the first time doing this event, and if not how was the turn out.
- ✦ This is the first time doing a holiday dinner; they usually do a graduation party in the spring. There are 1000 international students this quarter so the turnout should be good.
- ✦ Ruth Ramos asked about their plan on promoting their event since their total attendance is expected to be 300 people.
- ✦ The club is promoting it with RSVP through email, facebook, and the international office.
- ✦ Michael Flores questioned how many RSVPs currently they have.
- ✦ They have only gotten the posters out and started promoting this week and only have 20 RSVPs. Once they have a confirmed source of funding they are planning on increasing advertising.
- ✦ Dean Truong noticed that their \$10 charge to students was not posted on the flier, and was wondering how they were planning on informing the students of this.
- ✦ They are planning on changing the flier to include the RSVP, and if they can get funding they might be able to charge the students less, this is another reason why they have not done much advertising yet. They want to be certain of the amount of funding before going through a full promotion of the event.
- ✦ Carina Kan begins discussion of funding the event by stating that ASI funds \$15 per CSULA student for dinner events and this club is expecting 200 CSULA students and that totals up to \$3000 fundable for the UAS or \$2335 for UAS and \$665 for passport covers. We can either split the total amount of \$3000 and include passport covers in their fund, or just fund it all for UAS.
- ✦ Ruth and Michael bring up skepticism about their ability of reaching to an additional 180 students within 20 days.
- ✦ Dean Truong remembers the presenter stating that it depends how much funding they would get in order to execute this event.
- ✦ Carina Kan mentions that ASI works on a reimbursement system, so they can fund them for the full amount and only reimburse for the amount of money spent on CSULA students.
- ✦ Brian Wu differed his time to the presenter to explain how they would get the amount of students to the event. They collaborated with the international office because they have access to all these students and they have all their campus emails, the club already has likes from them on their Facebook page.
- ✦ Antonio Canzona was thinking of adding a stipulation that ASI has access to the RSVP list and funds the club the full amount once it reaches a certain threshold of people at a certain date.
- ✦ Dean Truong believes that they should be funded the full amount with no additional regulatory stipulations because it is adding more work for the club on top of planning the event.
- ✦ Intef Weser states that future stipulations could require the clubs to provide ASI with names and CINs for us to keep in record so that the next year the committee could compare and adjust the student turn out based on past events.
- ✦ Antonio Canzona agrees with Intef and recognizes that since it is their first time hosting this type of event, ASI should give them the benefit of the doubt and fund this event.

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>
Motion to approve International Friends Funding Request – International Cultural Night and Dinner - \$3000.00 for UAS			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

#### ii. Korean Student Association Funding Request – KSA Fundraiser - \$194.32

- ✦ Takahito Watanabe made a short presentation on the club and the event.

<b>Offered By:</b>	<b>Antonio Canzona</b>	<b>Seconded by:</b>	<b>Dean Truong</b>
Motion to approve Korean Student Association Funding Request – KSA Fundraiser - \$194.32			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

#### iii. E.C.C.O. Funding Request – Global Entrepreneurship Week - \$532.29

- ✦ Cynthia Alvaret presented about the 5 events the club will be hosting during the week.
- ✦ Carina Kan states that the funding guidelines states that ASI is only allowed to fund \$0.15 for each color flyer, so it adds up to \$30 instead of the \$108.16 requested.
- ✦ Motion moved for the adjusted total amount of \$454.13

<b>Offered By:</b>	<b>Michael Flores</b>	<b>Seconded by:</b>	<b>Brian Wu</b>
Motion to approve E.C.C.O. Funding Request – Global Entrepreneurship Week - \$454.13			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

iv. Golden Eagle Television Funding Request – Media Arts Festival - \$1223.43

- ✦ Sasha Ai presented about the festival.
- ✦ There was a discussion about what is considered lunch or finger food. The committee wanted to be consistent with how they interpret the funding guidelines.
- ✦ The committee agrees on this current request that the updated request amount would be \$1105.55.

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Michael Flores</b>
Motion to approve Golden Eagle Television Funding Request – Media Arts Festival - \$1105.55			
<b>All in Favor</b>	<b>10</b>	<b>Opposed</b>	<b>Abstained</b> 1 <b>Motion:</b> passed

v. Forensics Speech and Debate Funding Request –Pizza/Donut Fundraisers - \$621.78

- ✦ Carina Kan stated that the club contacted her and stated that they no longer needed the amount requested for posters and flyers, so the adjusted amount would be \$581.78

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>
Motion to approve Forensics Speech and Debate Funding Request –Pizza/Donut Fundraisers - \$581.78			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b> <b>Motion:</b> passed

vi. Zeta Beta Tau Fraternity Inc. Funding Request – ZBT Cares: Fall Clothing Drive - \$1990.80

- ✦ Dean Truong would prefer having a Golden Eagle Radio DJ for cheaper than the amount the current DJ is asking for.
- ✦ The presenter clarified that the cost of the DJ includes more than just the hourly cost, but also the equipment that would be better for the event.
- ✦ Carina Kan brings up the argument that it is uncertain that the food provided is either considered a dinner or finger food, the funding guidelines fund \$15 per person for dinner and \$5.25 for finger food.
- ✦ Antonio Canzona mentioned that the committee could possibly average out the prices of dinner and finger food since this could be considered both. The funding guidelines are very malleable and open for interpretation.
- ✦ The committee agrees that given the type venue and type of food, the food is considered to be finger food. So the adjusted amount would be \$1618.

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>
Motion to approve Zeta Beta Tau Fraternity Inc. Funding Request – ZBT Cares: Fall Clothing Drive - \$1618			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b> <b>Motion:</b> passed

vii. National Society of Collegiate Scholars Funding Request –NSCS Induction Ceremony - \$417.67

- ✦ Brian Wu presents about the organization and ceremony.
- ✦ Carina Kan adjusted the amount to stay consistent with considering the food to be finger food.

<b>Offered By:</b>	<b>Michael Flores</b>	<b>Seconded by:</b>	<b>Dean Truong</b>
Motion to approve National Society of Collegiate Scholars Funding Request –NSCS Induction Ceremony - \$315			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b> <b>Motion:</b> passed

viii. GUAGE Funding Request – Design Speaker Series - \$447.20

- ✦ There was a presentation about the request.

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Norma Sierra</b>
Motion to approve GUAGE Funding Request – Design Speaker Series - \$447.20			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b> <b>Motion:</b> passed

I. Discussion II

a. Policy 204 – Funding Guidelines – The Finance Committee will review the policy

- ✦ Carina Kan - Towards the beginning of the quarter the committee approved changes to this policy and was sent to the BOD. The BOD approved all changes except for an additional section added at the end which was "p. If a club or organizations does not comply with the above policy and procedures they may risk their future access to funding opportunities." The BOD did not like this section because they thought it was unclear and wanted it sent back to the finance committee so we could discuss possible ways of clarifying guidelines for suspension and additional information.
- ✦ Antonio Canzona believes the BOD was right to strike down the section because there is no reason to have section p. since policies are self-explanatory. Either a club follows policy and gets funding, or doesn't follow policy and doesn't get funding.
- ✦ Intef Weser asked the committee if there is any case in which ASI could sanction a club for doing a behavior related action which should jeopardize them from asking funding from ASI.

- ✦ Karla Guardado asked Intef if there were any examples or instances regarding this issue in which a club has improperly behaved in the past.
- ✦ Intef Weser mentioned that when clubs didn't follow policy, they simply didn't get funding. An example could be forging signatures or a club event which compromises its or ASI's reputation. If this happens shouldn't we have the ability of invoking consequences?
- ✦ Michael Flores questioned the duration of suspension. He doesn't think it would be fair to a club if we suspend them permanently or years after when they have completely different representatives.
- ✦ Antonio Canzona believes that this issue would require a whole other policy or set of guidelines. There would have to be a system of recording suspended clubs or an at risk club list for ASI which would have to be constantly updated. This recording system would have to rely on a whole set of rules and regulations which would indicate specific violations which would consequently get clubs added to the list. Adding a small section to this policy (p.) wouldn't mean or evoke anything since infractions and consequences wouldn't be well defined.
- ✦ Carina Kan believes that there is no need for this section or an additional policy to exist because CSI takes these issues seriously and would already punish these clubs accordingly. CSI already accomplishes this task for us by putting the club not in good standing (good standing clubs are a requirement for eligibility of funding) or even potentially being unrecognized by the University.
- ✦ There was a general consensus by the committee to keep section p. off of the policy.
- ✦ Antonio Canzona reviewed the policy for potential changes.
- b. Policy 213 – Academic/Student Organization Travel – The Finance Committee will review the policy
- ✦ N/A
- c. Future University Support Site Visits
  - i. Educational Opportunity Program (EOP)
  - ✦ N/A
  - ii. Educational Participation in Communities (EPIC)
  - ✦ N/A

**V. Reports**

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

✦ N/A

**VII. Information Items**

✦ N/A

**Adjournment:**

<b>Offered By:</b>	<b>Dean Truong</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>
Motion to adjourn the meeting at 2:09 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**

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

<b>Offered By:</b>	<b>Brian Wu</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>
Motion to approve the adoption of Agenda for Friday, October 31, 2014.			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

**III. Action Items**

**a. Funding Proposal Review for:**

- i. International Friends Funding Request – International Cultural Night and Dinner - \$3000.00

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>
Motion to approve International Friends Funding Request – International Cultural Night and Dinner - \$3000.00 for UAS			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
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<b>Offered By:</b>	<b>Antonio Canzona</b>	<b>Seconded by:</b>	<b>Dean Truong</b>
Motion to approve Korean Student Association Funding Request – KSA Fundraiser - \$194.32			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
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Motion to approve Golden Eagle Television Funding Request – Media Arts Festival - \$1105.55						
<b>All in Favor</b>	<b>10</b>	<b>Opposed</b>	<b>Abstained</b>	<b>1</b>	<b>Motion:</b>	passed

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

vii. National Society of Collegiate Scholars Funding Request –NSCS Induction Ceremony - \$417.67

<b>Offered By:</b>	<b>Michael Flores</b>	<b>Seconded by:</b>	<b>Dean Truong</b>		
Motion to approve National Society of Collegiate Scholars Funding Request –NSCS Induction Ceremony - \$315					
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion:</b>	passed

viii. GUAGE Funding Request – Design Speaker Series - \$447.20

<b>Offered By:</b>	<b>Intef Weser</b>	<b>Seconded by:</b>	<b>Norma Sierra</b>		
Motion to approve GUAGE Funding Request – Design Speaker Series - \$447.20					
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>	<b>Motion:</b>	passed

**Adjournment:**

<b>Offered By:</b>	<b>Dean Truong</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>		
Motion to adjourn the meeting at 2:09 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, October 31, 2014, 2014 in the University Student Union 303AB. Consensus by the Finance Committee on: Friday, November 14, 2014.

Prepared by:

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

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

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