



Finance Committee Meeting Minutes

Friday, October 27, 2017

Time: 12:00 pm - 2:00 pm

Location: U-SU Alhambra Room 305

Attendees: Finance Committee, General Public

I. Organizational Items:

a. Call to Order at 12:06PM

b. Roll Call

David Zitser	President	<i>Excused Tardy at 12:10PM</i>
David Garcia	Vice President for Administration	<i>Present</i>
Neyda Umana	Vice President for Academic Governance	<i>Excused Absent</i>
Aaron Castaneda	Vice President for Finance	<i>Present</i>
Barbara Hong	Vice Chair for Finance	<i>Present</i>
Jazmin Ortiz	Secretary/ Treasurer	<i>Present</i>
Marcos Montes	Vice President of External Affairs & Advancement	<i>Present</i>
Giovanni Sy	College of Business and Economics Representative	<i>Excused Absent</i>
Lily Nguyen	College of Natural and Social Sciences Representative	<i>Present</i>
Kenya Pineda	Charter College of Education Representative	<i>Excused Tardy at 12:10PM</i>
Jeovany Aguilar	Chief Justice	<i>Unexcused Absent</i>
John Tcheng	CFO Designee	<i>Present</i>
Betty Kennedy	University President Designee	<i>Present</i>
Intef W. Weser	Executive Director	<i>Present</i>
Marcus Rodriguez	Director of Programs and Leadership	<i>Present</i>
Dena Florez	Office Manager Administration & Services	<i>Present</i>
Cesar Dominguez	Committee Member	<i>Present</i>
Joshua Luthi	Committee Member	<i>Present</i>
Guests of the Gallery	<i>None.</i>	

c. Adoption of Agenda for Friday, October 27, 2017

Offered By:	Marcos Montes	Seconded by:	David Garcia			
Motion to approve the adoption of Agenda for Friday, October 27, 2017, with amendment to switch items A and B of new business.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

d. Approval of Minutes for Friday, October 13, 2017

Offered By:	David Garcia	Seconded by:	Lily Nguyen			
Motion to approve of Minutes for Friday, October 13, 2017						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

e. Approval of Minutes for Friday, September 1, 2017

Pending. Move to the next Finance Committee meeting.

f. Approval of Funding Sub-Committee Report for Friday, October 6, 2017

Offered By:	Cesar Dominguez	Seconded by:	Jazmin Ortiz			
Motion to approve of Funding Sub-committee Report for Friday, October 6, 2017						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

II. Public Forum:

None.

III. New Business:

a. Discussion Item: Budget Priorities Draft proposals:

Office Upgrade:

- Office wiring: We don't have to make decision now; Due to the safety concern, at some point of this year, the decision has to be made.
- Total number of computers for executives is five. The one Computer for Executive Assistant should be deducted. Therefore, total additional budget needed is \$13,711.56. "Additional Budget Needed" numbers on proposal and spreadsheet need to be fixed.

Student Government Marketing and Hospitality:

- \$5,618 is already budgeted to cover for food. The proposal is asking for additional \$3,722.
- The total amount for proposal and spreadsheet will be changed to \$3,722.
- Main idea to increase hospitality is to looking for effective way to attract more students to attend and get to know more about A.S.I.
- Only for spring semester, the budget priorities will be utilized. Concern for budgets for eight meetings.
- Cabinet of College Representatives meetings are already past for fall semester, we should not throw more money for that.

CCOE Spring CPR Training Proposal:

- Proposal to make CPR Training open to all college students.
- High priority on this proposal, because it is required for CCOE students to have CPR training, and a lot of students from other colleges are also interested in this training program.
- Campus may hire two CPR trainer which will start on January, it's possible there will be someone available to provide high standard training with lower cost. This is something should be considered.
- CPR training is currently provided on campus, but not with FIRST-AID and AED.
- Have ability to host more students in one day.

CCR Proposal-D-Stress:

- Proposal for D-stress for each college during midterm; currently we only have D-stress for final.

ASI - Latino Thought Makers Proposal 101917 FINAL:

- Working on to partnership with the College of Business; did not include detail of collaborations.
- Students have priorities for free attending; Tickets will be sold to Alumni for \$10-\$15 later.

ASI Funding Proposal - 2018 Civic Learning and Democratic Engagement Meeting:

- To share more about what's really going on in the training to A.S.I.
- Will do presentation to the board members in the future to share learning experiences and what practices can be applied to the organization.

Graduate School Exam Study Materials Funding Proposal:

- Will reach out to the library soon to talk about book donations.
- There was a \$6,000 "Life After College" funds, but it has been postponed. The budget has a very high chance of not going to be used.
- May also consider expand more areas beyond graduate school books, for example: interview skill books, etc.
- Should partner with "Life After College" to look at what other colleges' graduate programs are like, and what are graduate students really need,

Food Pantry ASI Funding Proposal:

- We did give \$5,000 for the food pantry last year.
- LA Food Pantry is not under budget, but ask for additional. The budget they have before cannot be used for food directly.
- Had issues with students while serving them before.
- Concern about funding things like Pantry Staff T-Shirts, Ipad, which does not directly go back to students; There is an issue about if the Ipad in the proposal is for sign-in use, whether A.S.I owns it afterwards.
- May consider borrow one Ipad/Surface/laptop from A.S.I instead.

ASI Spring 2017 Funding Request - GEO Water Bottles:

- Low priority on this. A.S.I. could consider it when there are funds left at the end of the year,
- Concern about whether orientation is a good place to promote long-term objectives like sustainability efforts.

Wellness Fair 2018:

- Did not specify what exactly the \$1,000 will be spend on.
- For the collaboration: A.S.I will set the table at the Fair.
- A.S.I. will need to be more intentional involved in planning if decide to participate.

EOP Funding Request:

- Funding Amounts earlier:
Previous year (15/16): \$3,500; This year (16/17): \$5,100 (already funded).
A.S.I. does not have the dollar amounts EOP spend on last year yet.
- A.S.I. does fund EOP annually. The proposal is asking for additional funding this year: \$3,500.
- EOP got fund \$3,000 for a trip, but the trip is being banned by the state law.
Therefore, EOP can use the \$3,000 from last funding, and ask for additional \$500 from A.S.I.

Veterans Resource Center Spring 2018 Funding Request - Grad Dinner & Prog & BEO:

- Cannot use the funds that were reserved for scholarships for other things.
- Approved budget of \$9,700, original request was for \$11,700.
from the original request, \$10,000 was meant for scholarship.
- Scholarship budget for 15-16 school year was not able to be fully used due to timing
shift these funds to 16-17 school year for scholarships.
- Expecting more funds from the Veteran's resource center for the 17-18 school year.

ASI Spring 2017 Funding Request AT – OSD:

- A.S.I will lend out the tablets.
- High priority for Sonocent Audio Notetaker Software Licensing Budget, because that provide students with disabilities to have really good notes to access.
- A.S.I should consider gathering all the resources on campus in order to make better use of them when students organizations need; Alternatives can be also provided more efficiently.
- If there are no specific reasons for asking budgets for both Microsoft Surface Pro and Fire HD 8 Table, then should only keep one and concerns for necessities of computer prices over \$1,000 per student.

ASI Spring 2017 Funding Request - Student Support:

- Request funding for Emergency Short-Term Housing in Student Housing (Furnishing).
- Should also consider to look for donations and other ways to help.
- Should provide a specific budget on how to allocate the \$5,000 they ask for.

IV. Discussion Items:

- CSU Consolidated Fund. (move to the next Finance Committee Meeting)

V. Information Items:

- Alternative Funding and Referendum Ad Hoc Committee: The committee will receive an update on the status of the Ad Hoc.

VI. Action Items: Children Center - \$12,521.11

Offered By:	Marcos Montes	Seconded by:	Kenya Pineda			
Motion to Approval of \$12,521.11 to Children Center.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

-  Top Budget Priority to 10% funding from Operating Budget as the University President requested.

Action Items: Extension of Meeting

Offered By:	Marcos Montes	Seconded by:	Lily Nguyen			
Motion to extend the meeting for 10 minutes.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

Action Items: Stigma Free & Safe Spring Break & Speaker Series & Marketing Proposal

Motion Number: Stigma Free&Safe Spring Break&Speaker Series&Marketing Proposal						
Offered By:	Marcos Montes		Seconded by:		David Garcia	
Motion to Approval of Total of \$68,273.74 for 4 Items (Stigma Free&Safe Spring Break&Speaker Series&Marketing Proposal)						
All in Favor	3	Opposed	7	Abstained	1	Motion: Failed

Amendment

Offered By:	David Zitser	Seconded by:	Marcos Montes			
Motion to postpone to amendment all proposals to the next Finance Committee Meeting						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- VII. Reports
- a. ASI Vice President for Finance: Aaron Castaneda

VIII. Adjournment:

Offered By:	Kenya Pineda	Seconded by:	David Zitser			
Motion to adjourn the meeting at 2:13pm						
All in Favor	7	Opposed	1	Abstained	1	Motion: Passed

Associated Students, Inc.
Finance Committee Meeting
Summary of Actions Taken
Friday, October 27, 2017

c. Adoption of Agenda for Friday, October 27, 2017

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CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State La held on Friday, October 27, 2017 in the U-SU Room 303 AB. Consensus by the ASI Finance Committee on Friday, November 17, 2017

Prepared by:

Barbara Hong
ASI Vice Chair for Finance

Confirmed by:

Jazmin Ortiz
Secretary Treasurer