



# Finance Committee Meeting

## Minutes

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Date: Friday, Mar. 02, 2018  
 Time: 2:00 pm- 4:00 pm  
 Location: Administration Building Room 313  
 Attendees: Committee Members, General Public  
 Type of Meeting: (Special)

**I. Organizational Items:**

- a. Call to order by: Aaron Castaneda, ASI Vice President for Finance at 12:02pm
- b. Roll Call

<b>Aaron Castaneda</b>	Vice President for Finance	Present
<b>David Zitser</b>	President	Present
<b>Barbara Hong</b>	Vice Chair for Finance	Present
<b>Kenya Pineda</b>	Charter College of Education Representative	Present
<b>Neyda Umana</b>	Vice President for Academic Governance	Unexcused tardy, arrive at 2:22pm
<b>Marcos Montes</b>	Vice President of External Affairs & Advancement	Present
<b>Cesar Dominguez</b>	Committee Member	No longer at the committee
<b>Alan Ramirez</b>	Committee Member	Present
<b>Joshua Luthi</b>	Committee Member	Present
<b>Lily Nguyen</b>	College of Natural and Social Sciences Representative	Present
<b>Jazmin Ortiz</b>	Secretary/ Treasurer	Present
<b>Christopher Koo</b>	Finance committee member	Present
<b>Intef W. Weser</b>	Executive Director	Unexcused tardy, arrive at 2:14pm
<b>Marcus Rodriguez</b>	Director of Programs and Leadership	Excused tardy
<b>Betty Kennedy</b>	University President Designee	Unexcused tardy, arrive at 2:07pm
<b>John Tchong</b>	CFO Designee	Present
<b>Dena Florez</b>	Office Manager Administration & Services	Present
<b>Guest of the gallery</b>	None.	

**c. Adoption of Agenda for Friday, March 2, 2018:**

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Christopher Koo</b>
Motion to approve the adoption of the agenda for <b>Friday, March 2, 2018</b> .			
Motion received ALL votes and passed.			
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>Abstained</b>
<b>Motion: Passed</b>			

**d. Approval of Minutes for Friday, February 16, 2018**

<b>Offered By:</b> Marcos Montes	<b>Seconded by:</b> Kenya Pineda					
Motion to approve the adoption of the minutes for Friday, February 16, 2018 Motion received ALL votes and passed.						
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion: Passed</b>

**e. Approval of Funding Committee Report for Friday, February 23, 2018**

<b>Offered By:</b> Lily Nguyen	<b>Seconded by:</b> Kenya Pineda					
Motion to approve the adoption of the <b>Funding Committee Report for Friday, February 23, 2018</b> Motion received all votes and passed.						
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion: Passed</b>

**II. Public Forum:**

- a. This time is allotted to members of the public to address the board.

❖ Thank you card from HSS

**III. New Business**

**a. Action Item: Autonomous Underwater Vehicle - Spring Building Event - 3/1/2018 - \$3,000**

<b>Offered By:</b> Kenya Pineda	<b>Seconded by:</b> Christopher Koo					
Motion to approve the adoption of the <b>Autonomous Underwater Vehicle - Spring Building Event - 3/1/2018 - \$3,000</b> Motion received all votes and passed.						
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion: Passed</b>

**b. Policy Review: Policy 214 Travel Procedures**

- ✚ David: 5.3.3, make the process (travel request) easier.
- ✚ Aaron: If travel happens constantly, can they submit all travel requests with all at once?
- ✚ Betty: Yes.

**Discussion:**

- ✚ Marcos: what is the time frame for the policy
- ✚ David: the amendment only addresses the conferences we know we are going to attend, not address to these “pop-up” events.
- ✚ Dena: at least “three-week” prior the event. It is “two-week” now, but we are working towards “three-week” (in advance).
- ✚ Intef: Maybe we should come up with a program instead of “travel”.
- ✚ Aaron: To clarify ‘with consultation of V.P.’, V.P. F should be involved with any types of financial decisions. Any V.P. should have the responsibilities to advice the ASI president of the direction of the organization.
- ✚ Dena: if it’s a regularly event, such as the “SDSU” event, do they need to go to finance committee to get approval?
- ✚ Aaron: this time, because of the time sensitive issue. But they did inform the board. But in the future, yes.

### c. University Support Presentation Schedule:

#### • 2:20pm- Food Pantry

##### ◦ **Food Pantry ASI Funding Proposal - \$40,000**

- ❖ Summary: this funding will help us continue to help students.

#### Questions:

- ✚ Kenya: I know where Food Pantry location is, the location is not the best. Concerned of the visibility.
- ✚ David Z: Can you explained a bit more on detailed of \$32,000 for food?
- ✚ Presenter: right now, each bag of food can support a student for at least 2 days, and that costs about \$10. We estimate of giving out 100 every week, so it is about \$1,000 per week, for about 16 weeks. Students do come during finals week as well. They also come during non-service day.
- ✚ Kenya: Where do you shop at for food?
- ✚ Presenter: We tried many different places, dollar store, amazon pantry, smart&final. Some of them we feel it's too expensive.
- ✚ Lily: Can you clarify the funding for supplies?
- ✚ Presenter: it is for tabling, marketing use.
- ✚ Barbara: how many staff t-shirts are you planning to get?
- ✚ Presenter: right now, we have 7 volunteers and 1 intern. It really depends. I would estimate of 15 people.
- ✚ Jazmin: how did you get the numbers? Are those estimates?
- ✚ Presenter: those are estimates based on what we had before.

#### • 2:30pm - Dreamers Resource Center

##### ◦ **Dreamers Resource Center Proposal for ASI Funding 2018 2019- \$21,300**

- ❖ Summary: provide support for undocumented students (on campus clinic, etc).

#### Question:

- ✚ Marcos: why is legal support fee so low?
- ✚ P: not only ask ASI for funding, we also have other sources.
- ✚ Kenya: are the scholarships just for fall?
- ✚ P: yes. I believe that's the best direction to go.

#### • 2:40pm - EPIC

##### ◦ **EPIC Program- ASI Funding Proposal and Fund Allocation Highlights 2018-19- \$38,000**

- ❖ Summary: engage students with public efforts.
- ❖ Additional Request

Invite ASI to host an event on campus with children from school surround the communities, talk about student leaderships, share college life stories and bring awareness (Event date: April 27<sup>th</sup>,2018).

- ✚ Kenya: We had similar event last year, it was really great.

#### • 2:50pm - Anna Bing Arnold Children's Center

##### ◦ **Anna Bing ASI Proposal and Budget 18'19 - \$140,779**

- ❖ Summary: Currently 125 fulltime children enrolled right now. Have student priorities.

The funding is for whole area of the program: supplies, hire additional student staffs.

Question:

- ✚ Marcos: How much you pay for student assistant?
- ✚ Presenter: average \$12 in average.

- **3:00pm - Veterans Resource Center**

- **2018-19 VRC Funding Proposal - \$ 12,000**

- ✚ Summary: host several workshop throughout the year (advising, free printing, career, computer room).  
\$10,000 for financial needs (main request); \$2,000 for support resources, like coffee, snacks (to create welcome spaces).

Question:

- ✚ Kenya: How do you select the candidate for the scholarship?
- ✚ Presenter: We have a committee to select these veteran:  
Academic excellence based on grading system.  
We select based on both high financial need and academic excellence.
- ✚ Lily: how many applicants do you get?
- ✚ Presenter: for this year, we don't know yet. We will get the information in March, April.

- **3:10pm - Golden Eagle Radio**

- **GER Proposal 2018-2019 - \$29,750**

- ✚ Summary: ask funding for better equipment and marketing.

Question:

- ✚ Kenya: Where is the studio and how do you want to expand your studio?
- ✚ Presenter: The studio is at King Hall, next to Speech and debate room.  
For the expansion, we may consider move into a bigger space.  
May consider use the grass area near theater.  
Honestly, with \$29,750 won't be able to do that.  
Needs the funding to marketing for the radio, to be more well known, in order to raise more funding to reach the goal.  
So, we really are growing, and our goal of expansion is not just physical.
- ✚ Neyda: what kind of access do you give to general students who have announcement on the show and what are the processes like?
- ✚ Presenter: we are collaborating almost all clubs on campus. We have students come in to create advertisements for the clubs, have interviews, DJ for the events. These are the main ways for students to get involved, but not limited on these.

- **3:20pm – EOP -\$5,800**

- ✚ Summary: bringing more colors to Campus.  
Partial of the funding is for transfer-students mixer, to help students find sense of belonging.  
The goal of retreat is for students to learn and grow.

Question:

- ✚ Kenya: How do you select whom to attend the retreat and how does this affect the foster youth

students who are not in EOP?

- ✚ Presenter: We have a Grand for foster youth students.
- ✚ We see the needs for providing retreat for students who are in EOP, but are not foster youth. So that's what this request is for.
- ✚ We will use "foster retreat" as a guide to select students for this retreat.
- ✚ We first look at students who are interested in, then select from there.
- ✚ Their class schedule will also be considered.
- ✚ It also depends how many spaces are really available.
- ✚ Since it is often for the second year students to leave, we may consider to target on second year students.

- **3:30pm - Public Safety: U-Pass Program 18/19 - \$50,000-\$75,000**

- ✚ Summary: saving students application and processing time.  
The funding will affect students u-pass.

Question:

- ✚ Lily: is USU still funding?
- ✚ Presenter: yes. \$30,000.

- **ASI Proposal for 2018 LA LIT Rev 2-1-18**

- ✚ Summary: collaborate with ALPFA and College of Business and Economics.  
There will be student-mentorship come out of this event.

Question:

- ✚ David: Four different ways to fund, finance committee can decide.
- ✚ Neyda: Do you know ASI's involvement with all these events, besides funding?
- ✚ Neyda: If ASI is going to fund ALPFA, are they still going to sale tickets?
- ✚ David: No, they will not sale tickets then. It will be free to students.
- ✚ Daivd: they will let students sign up for the event.
- ✚ David: They are currently waiting on our decision.

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>
Motion to extend the meeting for 15mins. Motion received all votes and passed.			
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>	<b>Abstained</b>
<b>Motion: Passed</b>			

- ✚ Jazmin: Did Kevin reach out to you or you reach out to Kevin?
- ✚ David: First person reached out to me was Mario, from LIT tour.
- ✚ Kenya: isn't this similar to the "life after college" program (develop student-mentorship program)?  
Are Career center involved in this?
- ✚ David: we had a space within budget which we did not allocate to anywhere. This may an interesting way to allocate this funding.
- ✚ Jazmin: I'm not very comfortable of funding this, I feel it is really fund Mario Cobian Group instead of ALPFA. I feel it is more like a business pitch from Mario Cobian Group.
- ✚ Kenya: it is not really associated with all students on campus.

- ✚ David: we currently still have “life after college” funding to be allocated.
- ✚ David: this is business oriented.
- ✚ No motion.

**IV. Discussion Items:**

**a. University Support Area Discussion: The committee will discuss and give opinions on the recent presentations of University Support Areas.**

- ✚ Aaron: The total amount of funding requests is \$362,629.
- ✚ Aaron: Paper will be passed out to the committee later.
- ✚ Aaron: Total Amounts we will allocate: \$200,000-\$220,000.
- ❖ Discussion:
  - ✚ Kenya: The Dreamers Resource Center requests laptops for reservation program.
  - ✚ Kenya: this is similar to the one we denied with OSD last time, for the reasons of “students can go to library to borrow/rent these”.
  - ✚ Kenya: Please be consistent (when allocate funding).
  - ✚ David: I’ve noticed a lot of these student organizations request funds to pay for their staffs, it is pretty high for students.
  - ✚ David: it seems the food pantry request wants ASI to cover the whole amounts.
  - ✚ Jazmin: The proposal from EPIC, the amount is too much.
  - ✚ Lily: What is the history of ASI funding student salaries?
  - ✚ Neyda: EOP, they are trying to cut that funding, that funding is at risk.
  - ✚ I personally would suggest to support this one. Otherwise, that’s going to cut student jobs.
  - ✚ Dena: over the summer, two students were hired at front desk, it was from EPIC, EPIC program provides real life working experiences.
  - ✚ Aaron: BOD decides to not giving funding to U-PASS in the future.
  - ✚ Aaron: The board can overturn that decision.
  - ✚ David: I remember the letter says, “ASI won’t be able to fund unless they are going to reduce the costs”.
  - ✚ Marcos: I do not think we should fund for the U-PASS.

**b. Strategic Planning Initiatives: The committee will review a draft of the strategic initiatives and look for ways the possibly be implemented in the Finance Committee.**

**V. Reports**

- a. ASI Vice President for Finance: **Aaron Castaneda**

**VI. Adjournment**

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Jazmin Ortiz</b>		
Motion to adjourn at 4:16pm					
<b>All in Favor</b>		<b>Opposed</b>		<b>Abstained</b>	<b>Motion: pass</b>

**Finance Committee Meeting  
Friday March 2, 2018  
Summary of Actions**

**I. Organizational Items**

**Roll Call**

**Adoption of Agenda for Friday, March 2, 2018:**

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Christopher Koo</b>		
Motion to approve the adoption of the agenda for Friday, March 2, 2018. Motion received ALL votes and passed.					
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>	<b>Motion: Passed</b>

**Approval of Minutes for Friday, February 16, 2018**

<b>Offered By:</b>	<b>Marcos Montes</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>		
Motion to approve the adoption of the minutes for Friday, February 16, 2018 Motion received ALL votes and passed.					
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>	<b>Motion: Passed</b>

**Approval of Funding Committee Report for Friday, February 23, 2018**

<b>Offered By:</b>	<b>Lily Nguyen</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>		
Motion to approve the adoption of the Funding Committee Report for Friday, February 23, 2018 Motion received all votes and passed.					
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>	<b>Motion: Passed</b>

**Action Item: Autonomous Underwater Vehicle - Spring Building Event - 3/1/2018 - \$3,000**

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Christopher Koo</b>		
Motion to approve the adoption of the Autonomous Underwater Vehicle - Spring Building Event - 3/1/2018 - \$3,000 Motion received all votes and passed.					
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>	<b>Motion: Passed</b>

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>		
Motion to extend the meeting for 15mins. Motion received all votes and passed.					
<b>All in Favor</b>	<b>all</b>	<b>Opposed</b>		<b>Abstained</b>	<b>Motion: Passed</b>

**Adjournment**

<b>Offered By:</b>	<b>Kenya Pineda</b>	<b>Seconded by:</b>	<b>Jazmin Ortiz</b>		
Motion to adjourn at 4:16pm					
<b>All in Favor</b>		<b>Opposed</b>		<b>Abstained</b>	<b>Motion: pass</b>

**CERTIFICATION**

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc., Cal State Los Angeles held on March 2, 2018 in the U-SU Alhambra Room, 305 and were approved by consensus by the Finance Committee on March 16,2018.

Prepared by:

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**Barbara Hong**  
**Recording Secretary**

Confirmed by:

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**Jazmin Ortiz**  
**Secretary Treasurer**

CERTIFIED