



Finance Committee Meeting

Minutes

Date: Friday, November 9, 2018
 Time: 12-2 pm
 Location: U-SU Los Angeles Room 308B
 Attendees: Committee Members, General Public
 Type of Meeting: General

I. Organizational Items:

- a. Call to Order by: Aaron Castaneda, ASI Vice President for Finance at 12:02 pm
- b. Roll Call (Establishment of Quorum)

Aaron Castaneda	Vice President for Finance	Present
Lily Nguyen	Vice Chair for Finance	Present
Nia Johnson	President	Present
Jacquelyn Acosta	Vice President for Academic Governance	Unexcused tardy @ 12:15pm
Veronica Garcia-Martinez	Vice President of External Affairs & Advancement	Unexcused tardy @ 12:15pm
David San	Secretary/Treasurer	Present
Christopher Koo	BOD Member	Excused tardy @ 12:40pm
Dayana Soto Salazar	Committee Member	Present
Marcus Rodriguez	Interim Executive Director	Excused absence
Dena Florez	Office Manager for Administration and Services	Present
Betty Kennedy	University President Designee	Excused tardy @ 12:04pm
John Tcheng	CFO Designee	Present
Nia Allen	Chief Justice	Present
Guests of the Gallery		

c. Approval of Agenda for Friday, November 9, 2018

Offered By:	David San	Seconded by:	Nia Johnson
Motion to approve the agenda for Friday, November 9, 2018.			
All in Favor	All	Opposed	None
		Abstained	None
			Motion: Passed

d. Approval of Minutes for Friday, October 26, 2018

Offered By:	Lily Nguyen	Seconded by:	Nia Johnson
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Motion to approve minutes for Friday, October 26, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

e. Approval of Funding Committee Report for Friday, November 2, 2018

Offered By:	Lily Nguyen	Seconded by:	Nia Johnson			
Motion to approve the Funding Committee Report for Friday, November 2, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

II. Public Forum – Allotted for members of the public to address the committee.

None

III. Action Items:

- a. Policy 213 - Academic/Student Organization Travel:** The committee will review and discuss the following proposed edits on the Academic/Student Organization Travel.

Offered By:	Nia Johnson	Seconded by:	David San			
Motion to approve Policy 213 - Academic/Student Organization Travel. Amendment failed to reference CSI policy for travel event definition.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- Aaron: Candice clarified that CSI informally defines a travel event as an event occurring more than 25 miles away from campus.

Offered By:	Nia Johnson	Seconded by:	David San			
Amendment to reference CSI policy for travel event definition.						
All in Favor	None	Opposed	1	Abstained	3	Motion: Failed

- Nia J.: recommend that we reference CSI instead of having it verbatim
- Aaron: there is no formal CSI policy defining travel events
- Lily: in that case, shouldn't reference CSI because there's no formal definition. If based on practice, even off-campus non-overnight events (e.g. banquets) would only be eligible for Academic Student Organization Travel

- b. Policy 224 - University Council of Clubs & Organizations Funding Policy:** The committee will discuss removing Policy 224 and convert into a procedure to Policy 013 University Council of Clubs and Organizations' COP.

Offered By:	Veronica Garcia-Martinez	Seconded by:	Nia Johnson			
Motion to convert Policy 224 - University Council of Clubs & Organizations Funding Policy to a procedure for Policy 013.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- c. **Policy 202 - Funding Flowchart:** The committee will review the proposed edits to the Funding Flowchart.

Offered By:	Nia Johnson					Seconded by:	Veronica Garcia-Martinez
Motion to approve Policy 202 - Funding Flowchart. Amendment passed to convert Policy 202 – Funding Flowchart to a procedure and to reference Policy 225 in the signatures area. Amendment passed to add a branch where request augmentation goes through Finance Committee.							
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed	

- Lily: can signatures be denied?
- Betty: final say, people who sign shouldn't say no if they've been a part of the whole process.

Offered By:	Veronica Garcia-Martinez					Seconded by:	Nia Johnson
Amendment to convert Policy 202 – Funding Flowchart to a procedure. Amendment passed to reference Policy 225 in the signatures area.							
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed	

- Dena: in the process of creating a book of procedures.

Offered By:	Veronica Garcia-Martinez					Seconded by:	Nia Johnson
Amendment to reference Policy 225 in the signatures area.							
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed	

- Lily: is there a policy for request augmentation?
- Dena: maybe?
- Lily: why does it go through Funding Sub-Committee?
- Aaron: it should not.

Offered By:	Lily Nguyen					Seconded by:	Nia Johnson
Amendment to add a branch where request augmentation goes through Finance Committee.							
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed	

- Aaron: any internal ASI member could submit a funding proposal at any time.

IV. Discussion Items:

- a. **ASI Referendum 2019:** The committee will receive and update on the current status of the referendum, timeline and student petition competition.

- Veronica: verify CINs?
- Aaron: we don't have the ability to verify CINs. But we'll ask ITS.

- Dena: excel to remove duplicates.
- Veronica: we give the physical petitions and the excel file to the University.
- Nia J.: how many people have signed the petition.
- Lily: did not sign.

V. Reports

- ASI Vice President for Finance: **Aaron Castaneda**
- ASI Vice Chair for Finance: **Lily Nguyen**

VI. Adjournment

Offered By:	Christopher Koo	Seconded by:	Nia Johnson			
Motion to adjourn at 12:55 pm.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State LA held on Friday, November 9, 2018 in the U-SU Los Angeles Room 308B. Consensus by the ASI Finance Committee on Friday, November 30, 2018.

Prepared by:

Lily Nguyen, ASI Vice Chair for Finance

Aaron Castaneda, ASI Vice President for Finance