



Finance Committee Meeting Minutes

Date: Friday, September 28, 2018
 Time: 12-2 pm
 Location: U-SU Los Angeles Room 308C
 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 12:00 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
Jesus Mora	Vice President of Administration	Unexcused absence
Jacquelyn Acosta	Vice President for Academic Governance	Unexcused absence
Veronica Garcia-Martinez	Vice President of External Affairs & Advancement	Present
Jennifer Martell	Secretary/Treasurer	Present
Christopher Koo	BOD Member	Present
Nataly Aviles	BOD Member	Present
Dayana Soto Salazar	Committee Member	Present
Intef W. Weser	Executive Director	Present
Dena Florez	Office Manager for Administration and Services	Present
Marcus Rodriguez	Director of Government Affairs & Leadership Programs	Excused tardy @ 1:28pm
Betty Kennedy	University President Designee	Present
John Tcheng	CFO Designee	Present
Nia Allen	Chief Justice	Present
Guests of the Gallery		

c. Approval of Agenda for Friday, September 28, 2018

Offered By:	Nia Johnson	Seconded by:	Christopher Koo			
Motion to approve the agenda for Friday, September 28, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

d. Approval of Minutes for Friday, September 14, 2018

Offered By:	Nia Johnson	Seconded by:	Christopher Koo			
Motion to approve minutes for Friday, September 14, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

e. Approval of Funding Committee Report for Friday, September 21, 2018

Offered By:	Nataly Aviles	Seconded by:	Nia Johnson			
Motion to approve the Funding Committee Report for Friday, September 21, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

II. Public Forum – Public comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or Cal State LA.

✚ None

III. Action Items:

a. Policy 204 – Funding Guidelines

Offered By:	Nia Allen	Seconded by:	Veronica Garcia-Martinez			
Motion to approve Policy 204 – Funding Guidelines edits.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

b. Direct Funding Allocation Guidelines

Offered By:	Veronica Garcia-Martinez	Seconded by:	Jennifer Martell			
Motion to approve Direct Funding Allocation Guidelines edits. Amendment passed to change item b) under section VI. Other for a decorations cap of \$150 and change item a) under ii. Honoraria for a non-Cal State LA guests cap of \$710. Amendment passed to change t-shirt/polo shirt allocation to \$7.85 and sweatshirt allocation to \$14.30. Amendment passed to change B&W flyer allocation to \$0.10 and color flyer allocation to \$0.75. Amendment passed to change item c) under section VI. Other to reflect that ASI will only fund up to the amount which ASI currently discounts for applicable items (e.g. movie tickets, amusement park tickets, etc.). Amendment passed to change item c) Merchandise under ii. Marketing for a 70% cap on merchandise items unless the requested merchandise item is being sold. For merchandise item(s) being sold during an event, ASI will fund up to 50% of the total requested cost of merchandise items not to exceed the \$3,000.0 cap per term.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- ✚ Aaron: discussion for \$300 decorations.
- ✚ Lily: recommend decrease to \$150.
- ✚ Nia J.: against since it's such a vague category.
- ✚ Jennifer: specific examples, context?
- ✚ Lily: uncomfortably large amounts, needs regulation.

Offered By: Christopher Koo					Seconded by: Jennifer Martell	
Amendment to change item b) under section VI. Other for a decorations cap of \$200. Amendment passed to change item b) under section VI. Other for a decorations cap of \$150 and change item a) under ii. Honoraria for a non-Cal State LA guests cap of \$710.						
All in Favor	4	Opposed	3	Abstained	None	Motion: Passed

Offered By: Nia Johnson					Seconded by: Veronica Garcia-Martinez	
Amendment to change item b) under section VI. Other for a decorations cap of \$150 and change item a) under ii. Honoraria for a non-Cal State LA guests cap of \$710.						
All in Favor	6	Opposed	1	Abstained	None	Motion: Passed

- ✚ Nia J.: parking.
- ✚ Chris: recommend to separate motions for decorations and honoraria.
- ✚ Jennifer: is there a cap on gifts?
- ✚ Lily: cash payments to speakers require a contract/agreement. Gifts are usually in the form of gift cards.
- ✚ Nia J.: does ASI pay for travel for speakers under honoraria?
- ✚ Intef: up to the discretion of the committee.

Offered By: Lily Nguyen					Seconded by: Nia Johnson	
Amendment to change t-shirt/polo shirt allocation to \$7.85 and sweatshirt allocation to \$14.30. Call to question passed.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

Offered By: Nia Johnson					Seconded by: Christopher Koo	
Call to question.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

- ✚ Veronica: flyer amounts change from inflation?
- ✚ Dena: recommend B&W 10 cents and color to at least 50 cents.

Offered By: Lily Nguyen					Seconded by: Nataly Aviles	
Amendment to change B&W flyer allocation to \$0.10 and color flyer allocation to \$0.50. Amendment failed to change color flyer allocation to \$0.75. Amendment failed to change color flyer allocation to \$0.35. Amendment passed to change color flyer allocation to &0.75.						
All in Favor	6	Opposed	1	Abstained	None	Motion: Passed

- ✚ Jennifer: color printing costs 75 cents on campus.

Offered By: Christopher Koo					Seconded by: Nia Johnson
Amendment to change color flyer allocation to \$0.75.					

All in Favor	3	Opposed	4	Abstained	None	Motion: Failed
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- ✚ Veronica: how will it affect ASI?
- ✚ Aaron: funds may run out quicker for club funding.
- ✚ Jennifer: clubs purchase copies. 75 cents is excessive.
- ✚ Veronica: B&W is funded in full, but color is not.

Offered By:	Jennifer Martell	Seconded by:	Lily Nguyen
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Amendment to change color flyer allocation to \$0.35.
Call to question passed.

All in Favor	1	Opposed	6	Abstained	None	Motion: Failed
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- ✚ Jennifer: 75 cents seems excessive so want to fund only half.
- ✚ Chris: want to support clubs with nice color posters. 40 cents won't affect that much.
- ✚ Intef: recommends 75 cents.
- ✚ Dena: ASI pays 5 cents for B&W and 20 cents for color.
- ✚ Nia J.: students put on programs to give back to the campus community. Why fully fund B&W and not color? Color photos draw more attention and publicity.

Offered By:	Christopher Koo	Seconded by:	Veronica Garcia-Martinez
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Call to question.

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
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Offered By:	Veronica Garcia-Martinez	Seconded by:	Nia Johnson
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Amendment to change color flyer allocation to \$0.75.
Call to question passed.

All in Favor	4	Opposed	1	Abstained	2	Motion: Passed
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Offered By:	Veronica Garcia-Martinez	Seconded by:	Nia Johnson
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Call to question.

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
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Offered By:	Lily Nguyen	Seconded by:	Christopher Koo
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Amendment to change item c) under section VI. Other to reflect that ASI will only fund up to the amount which ASI currently discounts for applicable items (e.g. movie tickets, amusement park tickets, etc.).

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
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- ✚ Lily: discuss appetizers.
- ✚ Nia J.: is vagueness not beneficial for this committee?
- ✚ Aaron: appetizers are especially hard to define.
- ✚ Veronica: should there be a time frame for appetizers? Confused.
- ✚ Aaron: argument to keep but define.
- ✚ Betty: UAS does not have a menu list for appetizers.
- ✚ Lily: consistency and applying UAS definitions to non-UAS food.

- ✚ Nataly: use snacks instead of appetizers.
- ✚ Dena: meal is defined as a plated dinner or buffet. Appetizers are defined as plates of food.
- ✚ Lily: honoraria Cal State LA student increase.
- ✚ Christopher: unnecessary because
- ✚ Lily: merchandise cap.
- ✚ Nia J.: same as parking. Case by case basis,
- ✚ Lily: consistency is needed.
- ✚ Chris: banquet policy. 50% for merchandise being sold and funding fully for free items.

Offered By: Veronica Garcia-Martinez		Seconded by: Lily Nguyen				
Amendment to change item c) Merchandise under ii. Marketing for a \$300 cap on merchandise items.						
All in Favor	None	Opposed	None	Abstained	None	Motion: Rescinded

- ✚ Intef: recommend 50% cap. Various merchandise
- ✚ Lily: proportion/percentage based.

Offered By: Lily Nguyen		Seconded by: Veronica Garcia-Martinez				
Amendment passed to change item c) Merchandise under ii. Marketing for a 70% cap on merchandise items unless the requested merchandise item is being sold. For merchandise item(s) being sold during an event, ASI will fund up to 50% of the total requested cost of merchandise items not to exceed the \$3,000.0 cap per term.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

IV. Discussion Items:

a. Policy 216 – Procurement & Purchasing

- ✚ Dena: add a clause for the option to renew. Easy to renew favorable companies without having to go through the whole bid process.
- ✚ Marcus: stipulate every 5 years.

b. Policy 222 & Policy 223 - ASI Discounted Tickets

- ✚ Betty: recommend making this a procedural document instead of policy.

V. Information Items:

- a. ASI Referendum**
- b. 3&9 Budget Review Prep**

VI. Reports

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

VII. Adjournment @ 2:00 pm

CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State LA held on Friday, September 28, 2018 in the U-SU Los Angeles Room 308C. Consensus by the ASI Finance Committee on Friday, October 12, 2018.



Lily Nguyen, ASI Vice Chair for Finance

Prepared by:



David San, Secretary/Treasurer