



Finance Committee Meeting

Minutes

Date: Friday, November 8, 2019

Time: 12-2 pm

Location: SA 210

Attendees: Committee Members, General Public

Type of Meeting: General

I. Organizational Items:

- a. Call to Order by: Christopher Koo, ASI Vice President for Finance at 12:00 pm
- b. Roll Call (Establishment of Quorum)

Christopher Koo	Vice President for Finance	Present
Tu Nguyen	Vice Chair for Finance	Excused tardy @ 12:02pm
Aaron Castaneda	President	Present
Teady Ochoa	Vice President for Administration	Present
Jacquelyn Acosta	Vice President for Academic Governance	Excused absence
Joceline Rivera Jimenez	Vice President of External Affairs & Advancement	Excused absence
David San	Secretary/Treasurer	Present
Ryan Yoo	Chief Justice	Excused absence
Betty Kennedy	University President Designee	Present
John Tcheng	CFO Designee	Unexcused tardy @
Christopher Johnson	Staff Support Director	Present
	Office Manager for Administration and Services	Present
Guests of the Gallery		

c. Approval of Agenda for Friday, November 8, 2019

Offered By:	Aaron Castaneda	Seconded by:	Teady Ochoa
Christopher K. recommended to the committee to move Discussion Item B to Discussion Item A in order to give time for the Chief Justice to talk about his changes.			

Offered By:	Aaron Castaneda	Seconded by:	Teady Ochoa			
Motion to amend the agenda to switch Discussion Items A and B.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
Motion to approve the agenda for Friday, November 8, 2019.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

d. Approval of Minutes for Friday, October 25, 2019

Offered By:	David San	Seconded by:	Aaron Castaneda			
Motion to approve the agenda for Friday, October 25, 2019.						
David said that Tu said for the minutes that Tu should have been excused instead of unexcused.						
Tu replied that it should be fine.						
Dena wanted to clarify who made and seconded the motion.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

e. Approval of Funding Committee Report for Friday, November 1, 2019

- i. Christopher K. said that it was approved previously but it is going for approval again because there were some edits
- ii. Tu talked about the few typos from copy and paste errors in the past form and updating the format of the report.
- iii. No motion offered made

f. Approval of Funding Committee Report for Friday, October 18, 2019

Offered By:	Aaron Castaneda	Seconded by:	David San			
Motion to approve the Funding Committee Report for Friday, October 18, 2019.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

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

✚ Golden Eagle Justice

- Congratulating ASI on finally promoting a policy that will have a material effect on student lives.
- However, it will be a policy that will need increase student fees even more for a largely working-class campus
- Arguments against the arguments for the referendum

- Just because it did not happen for a long time is not a valid argument.
- Enrollment decreases from impaction is because ASI gave up on the fight
- Arguments against the fee increase
 - Child center is being funded too much and it does not have an effect on students. \$140k for the child center compared to \$80k for club funding to give an idea of the imbalance.
 - ASI does not fight for students on campus.
 - CSULA students are poor. Draconian fees across campus increase the costs and overwhelm students.
- Asks to put the referendum on the ASI Board of Directors discussion item to increase the debate about the issue. Also strongly encourages to make it an agenda item
- If it is not on the agenda, students will be present in order for the topic to be debated
- Something students are asking for, so if ASI wants to support students, ASI should take this change to do that
- Aaron responds
 - Saw concerns on the Instagram page
 - Reassessing the referendum because of fees and the student center.
 - Currently putting a pause on it and discussions are being had because of concerns that have been brought up
- Wants to be clear that the goal is that the referendum be totally revoked and have a discussion on it before it goes to voting.

III. Action Items:

a. Accounting Society - Accounting Society Banquet - 11/15 - \$2,415.42

Offered By:	Aaron Castaneda	Seconded by:	David San			
Motion to approve the Accounting Society for \$2,415.42.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

b. Autonomous Underwater Vehicle - RoboSub Fall Build Day 1 - 11/15 - \$2992.89

Offered By:	David San	Seconded by:	Aaron Castaneda			
Motion to approve Autonomous Underwater Vehicle for \$2992.89.						

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
---------------------	------------	----------------	-------------	------------------	-------------	-----------------------

c. 3&9 Budget Draft: The committee will approve the 3&9 Budget and forward it to the board.

i. Christopher K. presents on the budget changes.

1. Added in \$12,000 for graphics for the 2 iMacs
2. Added money into marketing and hospitality to bring them back to their original amount before cuts and buy the printer.
3. Added funds to the PRMX's events
4. Around \$8,000 in unrestricted funds, and the plan was to put it towards Eagle-Chella, but was made aware that there is an increase in contracts
5. Dena presents on increases in Contractual obligation
 - 1.) Currently an amount towards the university
 - 2.) Increase for a contract that was from July 2019.
 - 3.) Contractual obligations are increased at the same rate as the state
 - 4.) Should have been better communication about the increase instead of it being through a bill
 - 5.) Around a \$2000 increase in fees
6. Aaron does not agree with the 3% increase because it is not in the contract because it does not talk about the state increases. Does not believe that there should be an increase and the invoice should be more reviewed and discuss. Addressed until further review.

Offered By:	Aaron Castaneda	Seconded by:	David San
--------------------	------------------------	---------------------	------------------

Motion to recommend the 3&9 to the Board of Directors.

Offered By:	Aaron Castaneda	Seconded by:	Teady Ochoa
--------------------	------------------------	---------------------	--------------------

Amendment to move \$8189 of unrestricted funds to programming and advocacy for the spirit commissioner.

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
---------------------	------------	----------------	-------------	------------------	-------------	-----------------------

Aaron wanted to clarify that all things from staff have been included.
 Christopher K. said that all of the requests from staff has been fully funded except for the storage area.
 Aaron asked if that there was a conversation with Gus about the priority of what projects would be funded

Christopher K. said that there was and the reason why the storage area was left out is because it is not a pressing priority because the contract would not have any headway made for a while.
 Teady asked about the reallocation for the University Times.
 Christopher K. said that he did not feel comfortable with putting it in because of how he felt the Board of the Directors felt about it
 Aaron said that he did not get that sentiment from the Board of the Directors
 Teady said that the money from the UT would be reallocated to \$1000 for social media and \$3000 for promotional items for students

Offered By:	Aaron Castaneda	Seconded by:	Teady Ochoa
--------------------	------------------------	---------------------	--------------------

Amendment to reallocate the \$3000 for the UT into \$1000 and the remaining \$3000 for publicity, postcards, and fliers.

Teady asked why Christopher K. was uncomfortable with reallocating the UT.
 Christopher K. said that he felt that if we wanted to keep a relationship with them, completely removing the UT would not be the best way to do that.
 Aaron said that he did not see any issues with moving it out.

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
---------------------	------------	----------------	-------------	------------------	-------------	-----------------------

Christopher K. asked for any further amendments.

All in Favor	All	Opposed	None	Abstained	None	Motion: Passed
---------------------	------------	----------------	-------------	------------------	-------------	-----------------------

IV. Discussion Items:

a. Policy into Procedure: The committee will discuss possible restructuring of the finance policies.

- i. Members of the committee review the ASI Finance Committee Memorandum.
- ii. Aaron said that it would be easier for the committee to review what was moved where from the original policy
- iii. Christopher K. said that he hoped the Alex would be here in order for the changes to be explained
- iv. Aaron was concerned that the Board Members would not be comfortable passing the new policy in the current form that it is.
- v. Christopher K. said that he will try to get that document by the next Finance Meeting
- vi. Aaron asked if Christopher K. agreed with the language in the policy.
- vii. Christopher K. replied that he did not have the chance to review the document because it was submitted a few nights ago. He said that

he was able to read a little bit and there were some errors, but nothing that warranted big changes.

- viii. Tu said that he has not looked through it yet but will look through it and get in contact with the Chief Justice about those edits.
- ix. Betty wanted to caution that when there is less scrutiny of procedure, they might run into problems with university procedures.

b. ASI Clubs and Orgs RPP: The committee will discuss possible solutions to the issue of clubs not following through with the RPP process.

- i. Christopher K. wanted to add this to the agenda because many clubs and orgs are getting RPPs and receiving their checks, but never turning them into club funding. This becomes an issue because checks become outstanding for months and it is not appropriate for the organization.
- ii. Aaron asked how the university knows if the check was deposit in outside bank account vs the union bank account.
- iii. Dena replied that every month, there is a bank reconciliation from BFS with a list of outstanding check. Outstanding checks have not been deposited to either an outside bank or the union.
- iv. Aaron said that the BFS list does not say where the check was deposited
- v. John said that the only way to know is to look at the back of a cancelled check to see where it was deposited. He also asked the concern regarding this.
- vi. Christopher K. said that the concern is that clubs are bypassing the banking procedure.
- vii. John asked if the check can be given physically to the USU and the club acknowledges that they have the check and it is deposited there. It is distributed by the USU instead of ASI.
- viii. Christopher K. said that he also wanted to talk about clubs not turning in their RPPS which is also a large part of money unspent. Wants to make clubs responsible for holding up funds.
- ix. Tu asked if there were any discussions with clubs to see why they do not turn in their RPPs.
- x. Aaron said that 70%-80% of clubs did not submit their RPP because they forgot about the deadline.
- xi. David suggested to follow the USU standards with board reservations where there are warnings.
- xii. Christopher K. concerns with the warning system because clubs that request \$3000 and sits on it is not really affected.

- xiii. Dena wanted to inform the committee that there was around \$15,000 of unallocated funds not paid out. This was money where clubs did not follow through on paper.
- xiv. Teady said that barring clubs after one RPP is going to cause a lot of backlash in the students' perspective.
- xv. Betty asked if there was any staff oversight for clubs.
- xvi. Christopher K. said that there is CSI and club advisors.
- xvii. Aaron said that advisors are sometimes very active or not very active. For CSI, the RPP process really is not something they oversee.
- xviii. Betty suggested to talk to the advisor in order to ask them for support.
- xix. Tu suggested to educate them during the CSI advisor training.
- xx. More leeway with repeat offenders.
- xxi. Tu and Christopher K. mentioned that a consequence could be that the RPP deadline be reduced when a club misses the first 10 business day deadline.
- xxii.

V. Reports

- a. ASI Vice President for Finance: **Christopher Koo**

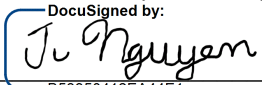
VI. Adjournment

Offered By:	Aaron Castaneda	Seconded by:	David San			
Motion to adjourn at 1:24 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 8, 2019 in the SA 210 room. Consensus by the ASI Finance Committee on Friday, December 6, 2019.

Prepared by:

DocuSigned by:

 B53350412EA44E1...
Tu Nguyen, ASI Vice Chair for Finance

DocuSigned by:

 73B9E71123E640C
David San, Secretary/Treasurer