

Friday, April 13, 2018 Time: 12:00pm-2:00pm

Location: Administration Building Rm 313

Attendees: Funding Sub-Committee, Special Public

I.

Organizational Items:
a. Call to Order @ 12:07 noon

b. Roll Call (Establishment of Quorum)

Barbara Hong	Vice Chair for Finance	Present
Aaron Castaneda	Vice President for Finance	Present
David Zitser	ASI President	Present
Joshua Salazar	Campus Affairs Rep	Excused Absence
Lily Nguyen	College of Natural and Social Sciences Representative	Present
Justin Chang	General Student	Excused Absence
Christopher Koo	General Student	Present
Candice Varnado	CSI Designee	Excused Tardy at 12:17
John Tcheng	CFO Designee	Excused Absence
Amanda Tapia	UAS Representative	Excused Absence
Intef W. Weser	Executive Director	Unexcused Tardy at 12:11
Dena Florez	Office Manager Administration & Services	Present
Guests of the Gallery	None.	

c. Adoption of Agenda for Friday, April 13, 2018

<u> </u>	5. Tradition of rigorial for third y right to 120 to											
Offered By:	Lily Nguye	en	Secor	nded by:	Aaro	n Castaneo	da					
Motion to approve the Agenda for Friday, April 13, 2018.												
Amendment passed to change action item M to a boba fundraiser and to remove action items S through II due to a typo.												
Amendment passed to add a discussion item regarding club-funding guidelines (Direct Funding Guidelines).												
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed					

Offered By:	Lily Nguyen		Secor	Seconded by: Aaron Castane			da		
Amendment to change action item M to a boba fundraiser and to remove action items S through II due to a typo.									
All in Favor	All in Favor All Opposed None Abstained None Motion: Passed								

Offered By:	David Zits	er	Seconded by: Aaron Castaneda				da		
Amendment to add a discussion item regarding club-funding guidelines (Direct Funding Guidelines).									
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed		

d. Approval of the Minutes for Friday, March 23, 2018

Offered By:	Aaron Cas	Secor	Seconded by: Lily Nguyen							
Motion to approve the Minutes for Friday, March 23, 2017 at the end of the meeting.										
All in Favor	All	Opposed	None	Abstaine	ġ	None	Motion: Passed			

II. Public Forum:

III. Action Items: - The Committee will consider funding the following requests offered to the Funding Committee.

a. Society of Hispanic Engineering and Science Students-FE Symposium4/14/18- \$400.00

Offered By:	Lily Nguye	n	Secor	nded by: [David	d Zitser			
Motion to approve Society of Hispanic Engineering and Science Students-FE Symposium 4/14/18- \$200.00. Change in amount due ASI funding policy for fundraisers for events with catered foods.									
Call to question was passed to end all discussion.									
All in Favor	3	Opposed	1	Abstained		None	Motion: Passed		

Offered By:	Aaron Cas	taneda		Secor	nded by:	Lily	Nguyen	
Call to question.								
All in Favor	3	Opposed	1		Abstaine	ed	None	Motion: Passed

b. Financial Management Association - General Meeting- 4/18/18- \$63.67

Offered By: Aaron Castaneda Seconded by: Christopher Koo									
Motion to approve Financial Management Association – General Meeting- 4/18/18- \$63.67.									
All in Favor	3	Opposed	1	Abstaine	d	None	Motion: Passed		

c. Hermanos Unidos-2018 HU Banquet- 5/4/18- \$2,200.00

Offered By:	Fered By: Aaron Castaneda Seconded by: Christopher Koo									
Motion to table Hermanos Unidos-2018 HU Banquet- 5/4/18- \$2,200.00 to the next funding request meeting (4/27) upon completion of TIPS training.										
All in Favor	All	Opposed	None	Abstaine	d	None	Motion: Passed			

- d. Sigma Lambda Beta- Pizza Fundraiser- 4/9/18 & 4/16/18- \$64.92(each)- \$129.84
 - Club was not present

e. Master of Social Work Student Organization-Spring Mixology- 5/3/18- \$496.52

Offered By:	Offered By: Lily Nguyen Seconded b				Aaro	n Castane	da		
Motion to approve Master of Social Work Student Organization-Spring Mixology- 5/3/18- \$496.52.									
All in Favor									

f. American Association of Airport Executive- AAAE 90TH Annual Conference & Exhibition- 4/15-4/18 - \$1,301.81

Offered By:	Offered By: Aaron Castaneda Seconded by: Lily Nguyen								
Motion to approve American Association of Airport Executive- AAAE 90TH Annual Conference &Exhibition- 4/15-4/18 - \$1,301.81.									
All in Favor	All	Opposed	None	Abstaine	d None	Motion: Passed			

g. Student Nurses Association- Recognition Day- 5/3/18- \$820.19

Offered By:	Offered By: Aaron Castaneda Seconded by: Lily Nguyen									
Motion to approv	Motion to approve Student Nurses Association- Recognition Day- 5/3/18- \$820.19.									
All in Favor All Opposed None Abstained None Motion: Passed										

h. Master of Social Work Student Organization-Big Bear Retreat-5/10/18- \$645.00

Offered By:	Offered By: David Zitser Seconded by: Aaron Castaneda							
Motion to approve Master of Social Work Student Organization-Big Bear Retreat-5/10/18- \$645.00.								
All in Favor	None	Opposed	All	Abstaine	d	None	Motion: Failed	

i. Phi Alpha Theta- PAT Pizza Fundraiser- 4/24 & 5/8- \$125.00

Offered By:	Offered By: David Zitser Seconded by: Aaron Castaneda							
Motion to approvagenda.	e Phi Alpha	Theta- PAT	Pizza Fundrai	ser- 4/24 &	5/8- \$248.90	. Change in amount due to a typo on the		
All in Favor	All	Opposed	None	Abstaine	d None	Motion: Passed		

j. Phi Alpha Theta- End-of-the-Year Banquet-5/19/18- \$1,000.00

Offered By:	Offered By: Aaron Castaneda Seconded by: David Zitser								
Motion to approve Phi Alpha Theta- End-of-the-Year Banquet-5/19/18- \$1,000.00.									
All in Favor	All	Opposed	None	Abstained	l None	Motion: Passed			

k. American Society of Mechnical Engineers- Robotics Bootcamp4/19/18- \$1,604.70

Offered By:	Offered By: David Zitser				ided by:	Lily	Nguyen		
Motion to approv	e Ameri	can Societ	y of Med	chnical Engir	neers- Rob	otics	Bootcamp4/	19/18- \$1,604.70.	
All in Favor	All	Opp	osed	None	Abstaine	:d	None	Motion: Passed	

I. Early Entrance Program Club-Corn Dog Fundraiser-4/19/18- \$142.74

m. Early Entrance Program Club-Boba Fundraiser-4/26/18-\$164.25

Offered By:	Offered By: Lily Nguyen Seconded by: Christopher Koo								
	Motion to approve Early Entrance Program Club-Corn Dog Fundraiser-4/19/18- \$142.74 & Early Entrance Program Club-Boba Fundraiser-4/26/18- \$164.25.								
All in Favor	3	Opposed	None	Abstaine	ed	1	Motion: Passed		

a. Student Dietetic Association-RD Meet & Greet- 4/26/18- \$989.34

Offered By:	Offered By: Aaron Castaneda Seconded by:						0		
Motion to approve Student Dietetic Association-RD Meet & Greet- 4/26/18- \$989.34.									
All in Favor All Opposed None Abstained None Motion: Passed									

b. Vietnamese Student Association- Vietnamese Culture Night- 4/21/18- \$670.00

Offered By:	Offered By: Aaron Castaneda Seconded by: Lily Nguyen								
Motion to approve Vietnamese Student Association- Vietnamese Culture Night- 4/21/18- \$670.00. Motion passed to add the stipulation that the organization attends the meeting with Frangelo and Public Safety before their event.									
All in Favor	All	Opposed	None	Abstaine	d	None	Motion: Passed		

Offered By:	ffered By: Aaron Castaneda Seconded by: Christopher Koo							
Motion to add the stipulation that the organization attends the meeting with Frangelo and Public Safety before their event. Call to question was passed to end all discussion.								
All in Favor	3	Opposed	1	Abstained	b	None	Motion: Passed	

Offered By:	Aaron Castaneda Seconded by: Lily Nguyen						
Call to question.							
All in Favor	3	Opposed	1	Abstained	None	Motion: Passed	

- c. ALPFA- Torta Thursdays- 4/19 & 4/26 & 5/3 (Three)- \$450.94(each)- \$1,352.82
 - Club was not present
- d. ALPFA- Torta Thursdays- 4/20 & 4/27 & 5/4(Three)- \$198.39(each)- \$595.17
 - Club was not present

e. Chicano Community Medicine-Costco Pizza Fundraiser- 4/23 &4/24 (Two)-\$145.00 (each)- \$290.00

Offered By:	Offered By: David Zitser Seconded by: Lily Nguyen								
Motion to approve Chicano Community Medicine-Costco Pizza Fundraiser- 4/23 &4/24 (Two)-\$145.00 (each)- \$290.00.									
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed			

IV. Discussion Items:

- a. Discussion Item: Discuss Direct Funding Guidelines, Policy 204, and Policy 206 to provide suggested changes to Finance Committee
 - 1. Policy 204
 - i. Remove periods in A.S.I.
 - ii. Commitment to sweatshop free
 - iii. No more equipment lending
 - 1. Policy 215
 - 2. Liability issue
 - 3. Returning equipment that is damaged
 - 4. Fund equipment rental instead
 - a. Facilities, USU
 - iv. Spring/Fall allocation
 - 1. Can request one semester in advance
 - 2. ASI will not review events occurring from during this period from date-date
 - 3. Will the old or new administration pay for it
 - 4. June 13 is the deadline for auditing
 - 5. 5.1.1.
 - a. Don't fund Summer events during Spring meetings

- b. Club recognition?
- c. Only approve funding for events that occur on or before the end of the current fiscal year
- v. Define the end of Fall Semester/Winter Break
 - 1. 3000/3000 cap per semester
 - 2. Events occurring after the end of Fall Semester will utilize funds from Spring Semester
 - 3. Don't fund while schools not in session?
 - 4. Lower turnouts for events during the break
- vi. Club recognition
 - 1. Be consistent in whether you table events that aren't approved or approve them with the stipulation
- vii. Strategic planning financial responsibility
 - 1. Want to start moving towards that
 - 2. Encourage more fundraising and working hard instead of just funding one end of the year event all at once
- viii. 5.1.4.
 - 1. 5.1.4.1 add
 - a. Club funding requests will go to Vice Chair for Finance
 - 2. Who's authorized to pick up the check
 - 3. Only president and treasurer are allowed to submit the request
- ix. Treasurer and, if available, President need to attend the Funding Workshop
 - Only officers that attended the Funding Workshop are allowed to submit the Funding Request Form
 - 2. Officer that attended the Funding Workshop must be on the paperwork for accountability
 - 3. Treasurer needs to sign off on form and required to go to funding workshop
 - 4. Anyone can present

Consensus to ex	ktend meetir	ng by 15 minute	es.			
All in Favor	All	Opposed	None	Abstained	None	Passed

- x. 5.1.5.
 - 1. Retroactively funding
 - 2. Funding requests should not be forwarded to other committees to be approved because of time-sensitive
 - 3. Make it common practice to fund retroactively during Funding Sub-Committee only
- xi. 5.1.6.
 - 1. Reservation Confirmation Form should be required next year
 - 2. Discretion of the committee to either table or approve funding requests with incomplete event registrations
- xii. 5.1.7.
 - 1. We don't cover insurance ever
 - 2. Food permit states that CSI covers all insurance liability although there's no signature authority
- xiii. 5.1.8.
 - 1. The estimate must include a specified merchant and price of item/s
- 2. Policy 213
 - i. Conferences for the betterment of the club or competition
- 3. Funding Request Form
 - i. Change to 5 business days in advance

٧. Reports

a. ASI Vice Chair for Finance: Barbara Hongb. ASI Vice President for Finance: Aaron Castaneda

VI. Adjournment

Offered By:	Aaron Castaneda Seconded			nded by:	Lily	Nguyen	
Motion to adjour	n at 2:15.						
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed

Funding Subcommittee Friday April 13, 2018 Summary of Actions Taken

Adoption of Agenda for Friday, April 13, 2018

	iua iui riiua	ay, April 13,	2018				
Offered By:	Lily Nguye	en	Seco	nded by:	Aaro	on Castane	da
Motion to approv	e the Agend	a for Friday,	April 13, 2018	3.			
							ction items S through II due to a typo.
Amendment pas	sed to add a	discussion it	em regarding			idelines (Di	rect Funding Guidelines).
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed
	,						
Offered By:	Lily Nguye	en	Seco	nded by:	Aaro	on Castane	da
Amendment to o	hange action	item M to a	boba fundrais	ser and to	remov	e action ite	ms S through II due to a typo.
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed
		<u> </u>		-			
Offered By:	David Zitse	er	Secor	nded by:	Aarc	on Castane	da
	ıdd a discuss		rding club-fu	nding guid	elines	(Direct Fur	nding Guidelines).
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed
Approval of the I	Minutes for F	Friday, Marc	h 23, 2018				
Offered By:				nded by:	Lily	Nguyen	
Motion to approv	e the Minute	s for Friday,	March 23, 20	17 at the e	end of	the meeting	J.
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed
Offered By: Motion to approv	Lily Nguye /e Society of	en Hispanic Eng	Secongineering and	nded by: Science S	Davi Studen	id Zitser nts-FE Sym	ium4/14/18- \$400.00 posium 4/14/18- \$200.00. Change in
amount due ASI				s with cate	ered to	ods.	
Call to question				Λ la a la l		Mana	Mation Doggad
All in Favor	3	Opposed	1	Abstaine	ea	None	Motion: Passed
Offered By:	Aaron Cas	taneda	Secon	nded by:	Lilv	Nguyen	
	/ taron ous	turicuu	30001	lucu by.	y		
Call to question.				1		Т	1
All in Favor	3	Opposed	1	Abstaine	ed	None	Motion: Passed
h Fire-	oial Manara	mont Acces	siation Car	oral Mac+	ina 1	/10/10 e/3	47
Offered By:			iation – Gen	nded by:		/18/18- \$63 stopher Ko	
,				,		<u>'</u>	
Motion to approv		<i>Management</i>		- General I	Meetir	0	
All in Favor	3	Opposed	1	Abstaine	ed	None	Motion: Passed
		ດ 2010 ⊔II D	anguet- 5/4/	18- \$ 2 200	.00		
c Herm	ลทดร Hnido	7-7010 011 0					
c. Herm Offered By:	Aaron Cas			nded by:	Chri	stopher Ko	00
Offered By: Motion to table I	Aaron Cas Hermanos Un	taneda	Seco	nded by:		<u>'</u>	funding request meeting (4/27) upon
Offered By:	Aaron Cas Hermanos Un	taneda	Seco	nded by:	200.00	<u>'</u>	

d. Master of Social Work Student Organization-Spring Mixology- 5/3/18- \$496.52

Offered By:	Lily Nguye	3 3		nded by:	Aaro	on Castane	da	
Motion to approve Master of Social Work Student Organization-Spring Mixology- 5/3/18- \$496.52.								
All in Favor	All	Opposed	None	Abstaine	ed	None	Motion: Passed	

e. American Association of Airport Executive- AAAE 90TH Annual Conference & Exhibition- 4/15-4/18 - \$1.301.81

Offered By:	Aaron Cas	staneda	Secor	nded by:	Lily N	Nguyen	
Motion to approv \$1,301.81.	e American	Association o	of Airport Exec	cutive- AAA	E 907	TH Annual	Conference & Exhibition- 4/15-4/18 -
All in Favor	All	Opposed	None	Abstaine	d	None	Motion: Passed

f. Student Nurses Association- Recognition Day- 5/3/18- \$820.19

Offered By:	Aaron Cas	taneda	Secor	nded by:	Lily Nguy	en			
Motion to approve Student Nurses Association- Recognition Day- 5/3/18- \$820.19.									
All in Favor	All	Opposed	None	Abstained	d Non	e Motion: Passed			

g. Master of Social Work Student Organization-Big Bear Retreat-5/10/18- \$645.00

Offered By:	David Zitser		Secor	nded by:	Aaro	n Castaneo	da	
Motion to approve Master of Social Work Student Organization-Big Bear Retreat-5/10/18- \$645.00.								
All in Favor	None	Opposed	All	Abstaine	d	None	Motion: Failed	

h. Phi Alpha Theta- PAT Pizza Fundraiser- 4/24 & 5/8- \$125.00

Offered By:	David Zits	er	Secor	nded by: Aa	ron Castan	eda
Motion to approvagenda.	ve Phi Alpha	Theta- PAT I	Pizza Fundrai	ser- 4/24 & 5/8	- \$248.90. C	Change in amount due to a typo on the
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

i. Phi Alpha Theta- End-of-the-Year Banquet-5/19/18- \$1,000.00

Offered By:	Aaron Cas	Aaron Castaneda		nded by: [David Zitser	
Motion to approv	e Phi Alpha	Theta- End-o	f-the-Year Ba	inquet-5/19/	/18- \$1,000.00.	
All in Favor	All	Opposed	None	Abstained	d None	Motion: Passed

j. American Society of Mechnical Engineers- Robotics Bootcamp4/19/18- \$1,604.70

	Offered By:	David Zits	er	Seconded by:		Lily Nguyen				
Ī	Motion to approve American Society of Mechnical Engineers- Robotics Bootcamp4/19/18- \$1,604.70.									
7	All in Favor	All	Opposed	None	Abstaine	d I	None	Motion: Passed		

k. Early Entrance Program Club-Corn Dog Fundraiser-4/19/18- \$142.74

L. Early Entrance Program Club-Boba Fundraiser-4/26/18- \$164.25

Offered By:	Lily Nguye	n	Secor	nded by:	Christoph	er Koo				
	Motion to approve Early Entrance Program Club-Corn Dog Fundraiser-4/19/18- \$142.74 & Early Entrance Program									
Club-Roba Fund	Club-Boba Fundraiser-4/26/18- \$164.25.									
All in Favor	3	Opposed	None	Abstaine	ed 1	Motio	on: Passed			

f. Student Dietetic Association-RD Meet & Greet- 4/26/18- \$989.34

1								
Aaron Cas	staneda	Secor	nded by:	Chri	stopher Ko	0		
ve Student D	ietetic Associa	ation-RD Mee	et & Greet	- 4/26/	18- \$989.34	l.		
All	Opposed	None	Abstain	ed	None	Motion: Passed		
amoso Stud	ont Associat	ion Viotnam	noso Culti	uro Ni	aht 1/21/19	2 ¢670.00		
						5- \$070.00		
			,	,	.	1/10 ¢470 00		
Motion passed to add the stipulation that the organization attends the meeting with Frangelo and Public Safety before their event.								
All	Opposed	None	Abstain	ed	None	Motion: Passed		
,				1				
Offered By: Aaron Castaneda			nded by:	Chri	stopher Ko	0		
Motion to add the stipulation that the organization attends the meeting with Frangelo and Public Safety before their event. Call to question was passed to end all discussion.								
3	Opposed	1	Abstain	ed	None	Motion: Passed		
		•						
Aaron Cas	staneda	Secor	nded by:	Lily	Nguyen			
				7				
3	Opposed	1	Abstain	ed	None	Motion: Passed		
no Commu	nity Madiaina	Costoo Diz	zo Eundre	nicor	A122 0 A12A	/Two\ \$14E 00 (200b) \$200 00		
						(1wo)-\$145.00 (each)- \$290.00		
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All	Opposed	None	Abstain	ea	None	Motion: Passed		
ktend meetin	a by 15 minute	es.						
All	<u> </u>	None	Abstain	ed	None	Passed		
				1				
Aaron Cas	staneda	Secor	nded by:	Lily	Nguyen			
Aaron Cas	staneda	Secor	nded by:	Lily	Nguyen			
	Aaron Cas ve Student D AII amese Stud Aaron Cas ve Vietnames o add the stip AII Aaron Cas e stipulation was passed 3 Aaron Cas ano Commu David Zits ve Chicano C AII	Aaron Castaneda ve Student Dietetic Associat All Opposed amese Student Associat Aaron Castaneda ve Vietnamese Student Associat Aall Opposed Aaron Castaneda e stipulation that the organ was passed to end all disc 3 Opposed Aaron Castaneda ano Community Medicine David Zitser ve Chicano Community Me All Opposed Atend meeting by 15 minute	Aaron Castaneda Ve Student Dietetic Association-RD Mee All Opposed None Aaron Castaneda Secon Ve Vietnamese Student Association- Vietnam Aaron Castaneda Secon Ve Vietnamese Student Association- Vietnam Opposed None Aaron Castaneda Secon All Opposed None Aaron Castaneda Secon e stipulation that the organization attenda supposed 1 Aaron Castaneda Secon 3 Opposed 1 Aaron Castaneda Secon 3 Opposed 1 Ano Community Medicine-Costco Piz David Zitser Secon Ve Chicano Community Medicine-Costco All Opposed None Attend meeting by 15 minutes.	Aaron Castaneda Ve Student Dietetic Association-RD Meet & Greet All Opposed None Abstain Aaron Castaneda Seconded by: Ve Vietnamese Student Association- Vietnamese Culture Aaron Castaneda Seconded by: Ve Vietnamese Student Association- Vietnamese of add the stipulation that the organization attends All Opposed None Abstain Aaron Castaneda Seconded by: Ve stipulation that the organization attends the meeting by 15 minutes. Seconded by: Ve Chicano Community Medicine-Costco Pizza Fundration Community Medicine-Costco Pizza Fundr	ve Student Dietetic Association-RD Meet & Greet- 4/26/ All Opposed None Abstained amese Student Association- Vietnamese Culture Ni Aaron Castaneda Seconded by: Lily ve Vietnamese Student Association- Vietnamese Culture o add the stipulation that the organization attends the material of the stipulation that the organization attends the material of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation that the organization attends the meeting of the stipulation	Aaron Castaneda Seconded by: Christopher Kove Student Dietetic Association-RD Meet & Greet- 4/26/18- \$989.34 All Opposed None Abstained None amese Student Association- Vietnamese Culture Night- 4/21/18 Aaron Castaneda Seconded by: Lily Nguyen ve Vietnamese Student Association- Vietnamese Culture Night- 4/2 o add the stipulation that the organization attends the meeting with All Opposed None Abstained None Aaron Castaneda Seconded by: Christopher Kove stipulation that the organization attends the meeting with Frangel was passed to end all discussion. 3 Opposed 1 Abstained None Aaron Castaneda Seconded by: Lily Nguyen 3 Opposed 1 Abstained None ano Community Medicine-Costco Pizza Fundraiser- 4/23 &4/24 David Zitser Seconded by: Lily Nguyen ve Chicano Community Medicine-Costco Pizza Fundraiser- 4/23 &4/24 All Opposed None Abstained None		

CERTIFICATION

Official Minutes taken for the **Funding Committee** of the Associated Students, Inc, Cal State La held on Friday, April 13, 2018 in the Administration Building Rm 313. Consensus by the ASI Funding Committee on Friday, April 27, 2018.

Lily Nguyen
Vice Chair

Confirmed by:

Jazmin Ortiz
Secretary Treasurer