





ASSOCIATED STUDENTS, INC.  
5154 STATE UNIVERSITY DRIVE, ROOM 203  
LOS ANGELES, CA 90032

## MEMORANDUM

May 19, 2022

TO: William A. Covino, University President  
Through Joyce Williams, Vice President for Administration and CFO

FROM: Anna Nguyen, ASI President <sup>DS</sup>   
Barnaby Peake, ASI Executive Director <sup>DS</sup> 

CC: Aaron Burgess, AVP for Student Life and Dean of Students  
John Tcheng, Director of Budget Administration

SUBJECT: 2022-2023 ASI Proposed Operating Budget Review

Attached is the 2022-2023 ASI Operating Budget submitted by ASI Vice President of Finance, Josue Montenegro, and approved by the Board of Directors of Associated Students, Incorporated on Thursday, May 12, 2022.

The budget revisions have been reviewed internally by the AVP for Student Life and Dean of Students and the University Director of Budget Administration and is ready for review and approval.

If you have any questions, please contact Barnaby Peake, [bpeake@calstatela.edu](mailto:bpeake@calstatela.edu), or via phone at 323-343-5858.

B U D G E T

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



ASSOCIATED STUDENTS, INC.

2022 - 2023

B U D G E T



2022 - 2023

- ASI BUDGET -

DocuSigned by:

Williams A. Covino

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APPROVED BY:

6/13/2022 | 22:46 PM PDT

WILLIAM A. COVINO

DATE

UNIVERSITY PRESIDENT

DocuSigned by:

Joyce Williams

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JOYCE WILLIAMS

VP FOR ADMINISTRATION &amp; CFO

6/1/2022 | 12:22 PM PDT

DATE

DocuSigned by:

John Teheng

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JOHN TEHENG

DIRECTOR BUDGET ADMINISTRATION

5/31/2022 | 10:54 AM PDT

DATE

DocuSigned by:

Anna Nguyen

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ANNA NGUYEN

ASI PRESIDENT

5/31/2022 | 10:15 AM PDT

DATE

DocuSigned by:

Barbara Flores

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BARBARA FLORES

ASI EXECUTIVE DIRECTOR

5/30/2022 | 19:40 PM PDT

DATE

SUBMITTED BY

DocuSigned by:

Josue Montenegro

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JOSUE MONTENEGRO

ASI VICE PRESIDENT FOR FINANCE

5/27/2022 | 17:31 PM PDT

DATE

DocuSigned by:

Dena Flores

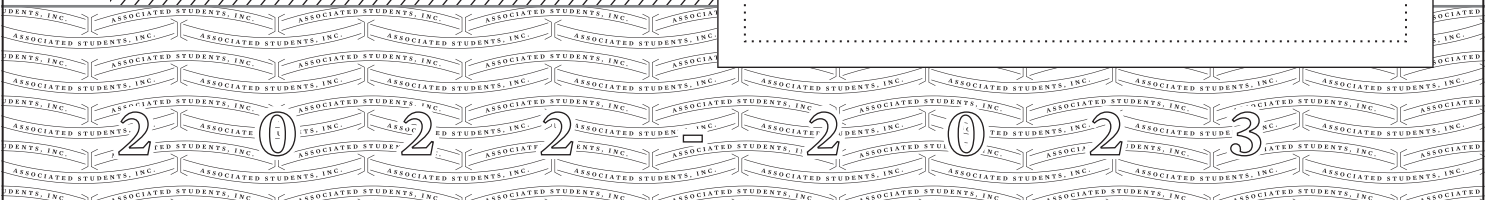
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DENA FLORES

ASI ASSOCIATE EXECUTIVE DIRECTOR

5/19/2022 | 12:23 PM PDT

DATE



Operating Budget

2022-2023 Operating Budget

Approved by ASI Finance:

Friday, May 6, 2022

Approved by ASI BOD:

Thursday, May 12, 2022

Approved by Administration:

The following is a draft of the Organizational Operating Budget for the 2022-23 fiscal year.  
Amounts are subject to revision by the ASI Board of Directors.

Area			Proposed 9&3	2022-2023	Difference
Projected Revenue			\$ (2,104,444)	\$ (2,147,195)	\$ 42,751
Projected Personnel Expenditures			\$ 603,709	\$ 782,252	\$ (178,543)
Projected Corporate Expenditures			\$ 182,525	\$ 184,333	\$ (1,808)
Projected Student Government Expenditures			\$ 137,371	\$ 247,094	\$ (109,723)
Projected Student & University Support Expenditures			\$ 429,754	\$ 509,229	\$ (79,475)
Reserves *			\$ 751,085	\$ 424,288	\$ 326,797
Area	Function	Program/Function Area			
Revenue	Projected Current Year Revenue	\$53.75 per student per year	\$ (2,100,354.09)	\$ (1,388,360.00)	\$ (711,994)
		Interest	\$ (3,000.00)	\$ (3,500.00)	\$ 500
	Projected Programming and Student Support Revenue	Locker Revenue	\$ (840.00)	\$ (4,000.00)	\$ 3,160
		Previous Year Rollover Revenue		\$ (751,085.00)	\$ 751,085
		Movie Ticket Sales	\$ (250.00)	\$ (250.00)	\$ -
		Sea World Tickets	\$ -		\$ -
		Knott's Ticket Sales			\$ -
		Consignment Sales			\$ -
Total Revenue			\$ (2,104,444)	\$ (2,147,195)	\$ 42,751
Personnel	Salaries and wages	Staff Salaries & PTO	\$ 334,945	\$ 399,050	\$ 64,105
		Student Salaries	\$ 67,679	\$ 115,950	\$ 48,271
	Benefits	Staff Benefits & VEBA Trust post retirement (\$5,000)	\$ 180,453	\$ 225,641	\$ 45,188
		VEBA trust administrative fee	\$ 1,000	\$ 1,000	\$ -
	Professional Development	Staff Development	\$ 159	\$ 4,933	\$ 4,774
		Staff Travel to Seminars, Conferences, and Meetings	\$ 6,785	\$ 21,715	\$ 14,930
		Tuition reimbursement			\$ -
		Individual membership dues to professional organizations	\$ 250	\$ 500	\$ 250
	Employee recruitment	Live scan, posting positions, recruitment expenses	\$ 183	\$ 195	\$ 12
	Human Resources Support	Human Resources (MOU)	\$ 5,150	\$ 5,150	\$ -
	HR Compliance membership			\$ -	
	Payroll Processing	Payroll Charges (MOU with USU)	\$ 7,105	\$ 8,119	\$ 1,014
Total Personnel			\$ 603,709	\$ 782,252	\$ 178,543.49

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Area	Function	Program/Function Area				
Corporate Costs		Technology Equipment	\$ 29,038	\$ 5,369	\$ (23,669)	
		Facility finishes - carpet, paint, repairs, etc.		\$ 12,644	\$ 12,644	
		Supplies and Services	Bank Charges	\$ 1,200	\$ 1,200	\$ -
	Operating Expenses (Supplies and Services)		\$ 6,228	\$ 6,228	\$ -	
	iPhone for marketing		\$ 1,500	\$ 1,500	\$ -	
	Dues & Subscriptions	Dues	\$ 1,043	\$ 1,095	\$ 52	
		Subcriptions	\$ 10,891	\$ 10,927	\$ 36	
	Contracts, MOUs and Leases	University Accounting Services (MOU)	\$ 59,287	\$ 59,287	\$ -	
		Auditing Services & Contractual Services (Contract)	\$ 26,893	\$ 35,508	\$ 8,615	
		Fee Collection Services (MOU)	\$ 10,622	\$ 10,622	\$ -	
		Insurance	\$ 3,870	\$ 8,000	\$ 4,130	
		Legal Services	\$ 5,000	\$ 5,000	\$ -	
		IT Support Service Agreement- Admin Tech (University)	\$ 4,000	\$ 4,000	\$ -	
		Copier lease	\$ 500	\$ 500	\$ -	
		Lease Chargebacks	\$ 22,453	\$ 22,453	\$ -	
	Total Corporate Costs			\$ 182,525	\$ 184,333	\$ 1,807.73
	Student Government	Marketing and Advertisment, Hospitality	Marketing and Advertisment, Hospitality	\$ 10,700	\$ 7,000	\$ (3,700)
CSSA		Student Government Travel	\$ -	\$ 39,651	\$ 39,651	
ASI President's Discretionary Budget		Hospitality	\$ 100	\$ 100	\$ -	
		Leadership Development			\$ -	
		Supplies			\$ -	
		Programming	\$ 1,000	\$ 1,000	\$ -	
Leadership Development & Training		Leadership Development	\$ 11,546	\$ 35,064	\$ 23,518	
Grant-In-Aid		Grant-In-Aid	\$ 114,025	\$ 164,279	\$ 50,254	
Total Student Government			\$ 137,371	\$ 247,094	\$ 109,722.50	

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Projected Student & University Support Expenditures			\$ 429,754	\$ 509,229	\$ (79,475)
Reserves *			\$ 751,085	\$ 424,288	\$ 326,797
Area	Function	Program/Function Area			
Support for Student Programs and Services	Student Support	Student Organization Direct Funding and Co-sponsorships	\$ 55,000	\$ 95,000	\$ 40,000
		Student Textbook Reimbursement Program	\$ 35,000	\$ 35,000	\$ -
		Student Basic Needs	\$ 10,000	\$ -	\$ (10,000)
		Programming & Advocacy	\$ 113,600	\$ 132,600	\$ 19,000
		Marketing and Advertismment, Hospitality	\$ 29,625	\$ 49,500	\$ 19,875
		Student Service	Committee Permits/Vouchers	\$ 7,750	\$ 7,750
	Student Service	ASI Scholarships & Awards	\$ -	\$ 2,000	\$ 2,000
	University Programs	Children Care Center	\$ 140,779	\$ 140,779	\$ -
		EPIC	\$ 10,000	\$ 10,000	\$ -
		Dreamers Resource Center	\$ 13,000	\$ 15,000	\$ 2,000
		Veterans Resource Center	\$ 9,000	\$ 9,000	\$ -
		Project Rebound	\$ 6,000	\$ 8,000	\$ 2,000
Summer Launch		\$ -	\$ 4,600	\$ 4,600	
Total Student & University Support			\$ 429,754	\$ 509,229	\$ 79,475.00

Total Revenues	\$ (2,104,444)	\$ (2,147,195)
Total Expenditures	\$ 2,104,444	\$ 2,147,195
Net	\$ (0)	\$ 0

		2021-2022 9&3	2022-2023	
* Reserves	Working Capital	\$ 210,460	\$ 210,460	
	Current Operations	\$ 389,269	\$ 62,472	
	Capital Replacement	\$ 100,000	\$ 100,000	
	Planned Future Operations	\$ 51,356	\$ 51,356	
Total Reserves		\$ 751,085	\$ 424,288	