

**ASSOCIATED STUDENTS
CALIFORNIA STATE UNIVERSITY FULLERTON, INC.**

Finance Committee MINUTES November 29, 2018
--

CALL TO ORDER Maisune Abu-Elhaija, Chair, called the meeting to order at 1:18 p.m.

ROLL CALL Members Present: Abu-Elhaija, Baker, Good, Neal, Quinones

Members Absent: None

Officers Present: Borjas¹, Lawrence, Torres

Officers Absent: None

Guests: None

* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the bylaws, a member of the Committee who does not remain until the scheduled ending of the meeting (2:30 p.m.) is considered not to be in attendance.]

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the bylaws, a member of the Committee is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]

1. Borjas was approved to leave the meeting early at 2:00pm due to other University obligations.

APPROVAL OF AGENDA The agenda was approved as presented. (Quinones-m/Good-s)

APPROVAL OF MINUTES The minutes from the November 15, 2018 meeting were approved as presented. (Quinones-m/Baker-s)

PUBLIC SPEAKERS None.

TIME CERTAIN None.

UNFINISHED BUSINESS None.

NEW BUSINESS

a. Request to Allocate Funds for 2019 Capital Improvements **FC 006 18/19** (Neal-m/Quinones-s) A motion was made and seconded to approve to fund an amount up to \$11,098.85 for the Children’s Center 2019 capital improvement request for the HVAC control upgrade from the Children’s Center Building Maintenance investment account.

Abu-Elhaija yielded to Lawrence.

Lawrence presented the funding request.

Lawrence stated that there is about \$2.9 million in the investment account as of September 30, 2018.

Good called to question.

FC 006 18/19 4-0-0 The motion was passed.

b. Discussion: ASI Budget Process

Abu-Elhaija stated that one budget orientation was held yesterday. There are 2 additional orientations scheduled for next week.

Abu-Elhaija showed the orientation presentation to the members.

Abu-Elhaija distributed a copy of the budget request Wufoo form to the members.

Abu-Elhaija asked the members if there had any suggestions for the form.

Borjas suggested asking if the council had requested contingency funding in the last 3 years. If so, they need to describe the requests.

Good suggested asking what the council has spent their funds on historically. It seems like there is a lot spent on food, and is that fiscally responsible.

Neal stated that they could ask the councils about the amount spent on certain items during the presentations.

Good stated the purpose of the Wufoo form is to gather information prior to the presentation.

Abu-Elhaija stated that the purpose of the budget presentations is for the councils to explain their proposals, not to introduce new information. She will work on adding questions to address Good’s concerns.

Borjas asked what would be considered egregious spending.

Good stated that in the future they need to have a conversation on what fiscal responsibility is and set parameters.

Lawrence asked the members if there have been any issues, concerns or questions from the members’ ICC or other affiliated councils.

The members did not have anything raised directly to them.

Borjas stated that there were some questions last year, specifically after the councils were given their next year’s budgets.

Abu-Elhaija stated that the budget presentations would help with any concerns or questions that the councils may have. If there are any questions about the funding decisions, the person can look at the minutes.

ROLL CALL VOTES

	006
Baker	Y
Good	Y
Neal	Y
Quinones	Y
Results	4-0-0

REPORTS

a. Director of Financial Services

Lawrence encouraged the student members to let any stress with ASI operations be put on the professional staff. During this stressful time of the semester, they need to focus on themselves by making time to study, relax and take care of their personal needs.

b. Chair

Abu-Elhaija reminded the members that February and March would be an impactful time for the Committee with the budget process. There have been several budget concerns brought to her attention. Requests will take time. Any budgets concerns need to be documented either in email or during public speakers during the meeting (to be included in the minutes).

**ANNOUNCEMENTS/
MEMBERS' PRIVILEGE**


Torres stated that the Governance Committee meeting will be reviewing the elections bylaws. The members are welcome to attend the meeting and give input.

ADJOURNMENT

The meeting was adjourned at 1:52 p.m.



Maisune Abu-Elhaija, Committee Chair



Deserita Ohtomo, Recording Secretary