

Associated Students Inc.



Finance Committee

Thu Oct 5, 2023 1:15 PM - 2:30 PM PDT

1. Call to Order

Joe Morales, Chair, called the meeting to order at 1:26 pm.

2. Roll Call

Members Present: Furtado, J. Morales, Nguyen, Ordiano, Seng

Members Absent: None

Liaisons Present: Hesgard, Macedonio

Liaisons Absent: Mansoor **

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the announcement of Unfinished Business but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

(Nguyen-m/Furtado-s) A motion was made and seconded to excuse Mansoor

3. Approval of Agenda

(Furtado-m/Nguyen-s) The agenda was approved by unanimous consent

4. Approval of Minutes

a. 9/21/23 Finance Committee Minutes

(Furtado-m/Seng-s) The 9/21/23 Minutes were approved by unanimous consent.

5. Public Speakers

Members of the public may address Finance Committee members on any item appearing on this posted agenda.

None

6. Reports

a. Chair

There was no report.

b. Director of Student Government

Rebecca Hesgard, Director of Student Government announced a few upcoming events:

- * There will be a tailgate today at 5:30 pm at Tuffy Lawn.
- * The next tailgate will take place October 11th.
- * On the 11th the second Executive Committee Meeting will take place Meeting.
- * The ASI Community Chat will take place on October 12th.

7. Unfinished Business

a. None

8. New Business

a. Discussion: Capital Funding

The Committee will discuss the 23-24 Capital Projects plan.

Morales, Chair, introduced Lusía Komala, ASI Accounting Manager. Komala shared ASI's estimated Capital budget is \$1.2 million. \$600K is allocated for recurring maintenance expenses and \$600K will be allocated for capital projects.

- * Recurring expenses are projected for the Titan Student Union, Student Rec Center and the Children's Center.
- * Committee members can suggest projects. The recommendation will be presented to the Facilities Committee and then presented to the Board.
- * Lusía provided a sample of the FY 2022 budget, FY 2023 closed projects and FY 24 opened projects.

Morales opened the floor for questions. There where none.

b. Discussion: Budget Methodology

The Committee will discuss budget process.

Morales informed the Committee that the budget methodology presentation will be discussed at a future meeting.

9. Announcements/Member's Privilege

Nguyen shared that the "glass" department in the College of the Arts will host a sale on October 20th.

Members are encouraged to join the tailgate to support the soccer team.

10. Adjournment

Morales, Chair, adjourned the meeting at 1:37 pm.



ASI Board Treasurer-Secretary (Oct 29, 2023 15:28 PDT)

Joe Morales, Chair



Erika Perret-Martinez, Recording Secretary

Roll Call 2023-2024

10/05/2023 FINANCE Committee Roll Call

Attendance	Board Members			
			Present	Absent
NSM	FURTADO	NIC	1	
CHAIR/TREASURER	MORALES	JOE	1	
ARTS	NGUYEN	TONY	1	
COMM	ORDIANO	CARMEN	1	
ECS	SENG	ANTHONY	1	
			Present	Absent
			5	0

Attendance	Liaisons			
			Present	Absent
DIR STU GOVT	HESGARD	REBECCA	1	
ASI CHAIR DESIGNEE	MACEDONIO	CAMERON	1	
ASI PRES DESIGNEE	MANSOOR	SHAWAN		1
			Present	Absent
			2	1

*Recording Secretary: Erika Perret-Martinez
 Pres Designee: Cameron Macedonio
 Chair Designee: Shawan Mansoor

QUORUM 4

Roll Call Votes					
			Yes	No	Abstain
NSM	FURTADO	NIC			
ARTS	NGUYEN	TONY			
COMM	ORDIANO	CARMEN			
ECS	SENG	ANTHONY			
CHAIR/TREASURER	MORALES	JOE			
			Yes	No	
			0	0	0

Majority 3

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Final Audit Report

2023-10-29

Created:	2023-10-19
By:	Erika Perret-Martinez (eriperret-martinez@fullerton.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHzVmVwd3T4f6mr69ZqK3mW13952VtA5V

"fin_2023_10_05_min" History

-  Document created by Erika Perret-Martinez (eriperret-martinez@fullerton.edu)
2023-10-19 - 9:08:59 PM GMT
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Overview

- Capital FY24
- Definition of Capital Budget
- Managing Recurring Capital and Capital Projects
- 10 Year Recurring Capital Plan

Capital FY24

- Budget estimated at \$1.2M
- Recurring Capital:
 - Building 250K
 - TSU 125K
 - SRC 125K
 - IT 25K
 - Reserve 75K
- Available for Capital Projects - \$600K

What is Capital Budget?

- Capital budget is outside of operating budget
- Each year, budget estimated at \$1.2M
- From \$1.2M:
 - \$600K will go to Recurring Capital
 - \$600K will be available for Capital Projects

Managing Recurring Capital

- Defer some costs to future years which is referred to as Recurring/Deferred Maintenance
- Manage work so that you keep ahead of “problems”
- Have a reserve to enable required work if problems do arise
- Plan the work according to schedule and continue to monitor progress

10 Year Capital Plan

TSU	Exterior stoops	Roofing	2023	1	\$50,000.00
TSU	Kitchen	Water Softener	2023	1	\$7,000.00
TSU	Atrium	Replace tile	2023	1	\$150,000.00
TSU	Accordion doors	replace doors add door opener	2023	1	\$200,000.00
TSU	restrooms	Remodel Atrium /Theater	2024	2	\$200,000.00
TSU	Elevator	Passenger	2024	2	\$600,000.00
TSU	Grey water	Lift Station	2024	2	\$20,000.00
TSU	Grey water	Lift Station	2024	2	\$20,000.00
TSU	Roof	Hatch	2024	2	\$30,000.00
TSU	south walkway	re-surface floor	2024	2	\$50,000.00
TSU	TBB	Vinyl Flooring	2025	3	\$100,000.00
TSU	drain piping	76 and 92 building	2025	3	\$1,000,000.00
TSU	chiller and boiler	Roof replacement	2025	3	\$100,000.00
TSU	restrooms	Remodel TBB/TV lounge	2025	3	\$200,000.00
TSU	Elevator	freight	2025	3	\$600,000.00
TSU	Expansion	clean and protect concrete steps	2025	3	\$60,000.00
TSU	Stairwells	replace rubber flooring	2025	3	\$80,000.00
TSU	restrooms	Remodel Courtyard	2026	4	\$100,000.00
TSU	Courtyard	resurface re-design	2026	4	\$400,000.00
TSU	Mainframe patio	Redesign area better use	2026	4	\$100,000.00
TSU	Roof	76 and 92 building	2032	10	\$1,000,000.00
TSU	SW Dock	Generator	2032	10	\$150,000.00
					\$5,217,000.00

10 Year Capital Plan

SRC	SRC Pool	POOL FILTRATION, TREATMENT, PUMPING, HEATING SYSTEMS	2023	1	\$90,356.00
SRC	Door locks	Re-key all doors	2023	1	\$40,000.00
SRC	SRC Front entrance	DOOR, EXTERIOR, SLIDING ENTRANCE SYSTEM, POWERED	2024	2	\$50,611.00
SRC	Alarm	Upgrade system to more efficient	2024	2	\$60,000.00
SRC	Gym Storage	Storage system to better utilize area	2024	2	\$200,000.00
SRC	Entry	Replace stone flooring	2026	4	\$200,000.00
SRC	lobby	replace current counter and entry system	2026	4	\$250,000.00
SRC	locker rooms	replace flooring	2028	6	\$100,000.00
SRC	track	replace flooring	2030	10	\$80,000.00
SRC	Roof	Roof membrane	2032	10	\$477,201.00
SRC	Roof	Gutters metal	2032	10	\$14,671.00
SRC	pool	replaster	2032	10	\$150,000.00
SRC	carpet	replace carpet	2032	10	\$400,000.00
					\$2,112,839.00

10 Year Capital Plan

Children's Center	Admin Bldg.	Flooring in Nursing Station	2023	1	\$5,000.00
Children's Center	Admin Bldg.	Carpet in Admin Building	2025	3	\$20,000.00
Children's Center	Infant/Toddler	Rubber Playground Surface	2025	3	\$60,000.00
Children's Center	Preschool	Shade Structures	2025	3	\$120,000.00
Children's Center	Admin Bldg.	HVAC Controls Upgrade	2027	5	\$30,000.00
Children's Center	Admin Bldg.	Kitchen Stove	2027	5	\$40,000.00
Children's Center	Infant/Toddler	HVAC Controls Upgrade	2027	5	\$30,000.00
Children's Center	Preschool	HVAC Controls Upgrade	2027	5	\$30,000.00
Children's Center	Admin Bldg.	Roof	2031	9	\$80,000.00
Children's Center	Admin Bldg.	UPS System	2031	9	\$20,000.00
Children's Center	Infant/Toddler	Roof	2031	9	\$80,000.00
Children's Center	Preschool	Roof	2031	9	\$80,000.00
					\$595,000.00

Managing Capital Projects

- Capital Projects will be separately identified and researched at the Facilities Committee request. Any Committee member may request a project be researched or suggest a project for discussion.
- ASI staff will also present suggested Capital Projects based on their experience within their operation.
- ASI staff will then present the research (feasibility, costs and timeline) at the next Committee meeting. Each project is then presented at the next meeting outlining the purpose, importance and significance to other areas of operation, alternatives and pricing considerations.
- The Committee then creates a list for recommendation and presents to the Board for approval.

Capital Projects FY22-closed

#	Program	Description	Approved	PO #	Actual	Balance	Status
T2202	TSU	Stages-Pavilion	152,000.00	TSU07005	151,834.75	165.25	Closed
T2203	TSU	Hybrid Meeting Rooms	115,000.00	TSU07002	156,624.81	(41,624.81)	Closed
T2204	TSU	Accoustic Ceiling Tiles	65,000.00	TSU07014	40,721.40	24,278.60	Closed
T2205	TSU	Virtual Engagement Booths	36,000.00		11,580.00	24,420.00	Closed
T2206	TSU	Courtyard Seating	11,000.00	TSU07013	9,172.50	1,827.50	Closed
T2207	TSU	Meeting Room AV Update	36,500.00	TSU07003	34,191.66	2,308.34	Closed
T2208	TSU	Bowling Furniture	43,000.00	TSU07008	42,775.29	224.71	Closed
T2209	TSU	Billiard Tables	90,000.00	TSU07004	87,924.00	2,076.00	Closed
T2211	SRC	Fitness Equipment	70,000.00	TSU07010	73,964.91	(3,964.91)	Closed
T2213	SRC	Pool Cabanas	20,000.00	TSU07009	19,007.10	992.90	Closed
T2214	Mktg	Computer Upgrade	46,000.00		45,272.99	727.01	Closed

Capital Projects FY23-closed

#	Program	Description	Approved	PO		Balance	Status
				#	Actual		
T2306	SRC	CPR Adult & Infant Manikins	6,625.00		5,962.50	662.50	Closed
T2307	SRC	Massage Chairs	11,529.00		11,529.23	(0.23)	Closed
T2309	SRC	EZ-Up Tents	7,524.00		6,166.13	1,357.87	Closed

Capital Projects FY24-open

#	Program	Description	Approved	PO #	Actual	Balance	Status
T2301	ASI	Finance System Implementation	150,000.00		105,279.00	44,721.00	Open
T2302	TSU	Food Pantry Expansion	145,000.00		22,498.13	122,501.87	Open
T2303	TSU	Marketing Expansion	136,000.00		10,625.00	125,375.00	Open
T2304	TSU	Large Format Printer	12,000.00		-	12,000.00	Open
T2305	TSU	Digital Social Marketing Tools	7,850.00		6,179.84	1,670.16	Open
T2308	SRC	Pool Deck Shade Structure (includes BBQ and sound system)	30,000.00		-	30,000.00	Open

Capital FY24

Questions?

Location: Associated Students Inc
 ASI

Department: Executive Senate
 Associated Students, Inc. California State University Fullerton
 Statement of Activities - By Project

As of Date:
 Project:

10/01/2023
 Funded Campus Groups

Arboretum	Inter-Fraterr
Year To Date	Year To
10/01/2023	10/01/

Annual
 Budget
 FY22-23 Actual FY24-25 FY22-23 Actual

Change in Net Assets

Expenditures			
Professional Services	0.00	0.00	0.00
Contract Services	0.00	0.00	0.00
Contract Wages	66,560.00	66,560.00	0.00
Gift Expense	0.00	0.00	0.00
Promotional Items	0.00	0.00	0.00
Membership/Registration Expense	0.00	0.00	1,555.00
Rentals for Special Events	0.00	0.00	0.00
Hospitality	0.00	0.00	959.00
Supplies	0.00	0.00	2,189.00
Printing And Advertising	0.00	0.00	1,000.00
Travel Flights	0.00	0.00	1,916.00
Total Expenditures	66,560.00	66,560.00	7,619.00

Created on : 10/01/2023 9:29 AM PST

Location: Associated Students Inc
ASI

Department: Executive Senate
Associated Students, Inc. California State University Fullerton
Statement of Activities - By Project

As of Date:
Project:

10/01/2023
Interclub Councils

AICC Year To Date 10/01/2023

Annual
Budget FY24-
FY22-23 Actual 25

Change in Net Assets

	FY22-23 Actual	Annual Budget FY24-25
Expenditures		
Professional Services	2,150.00	8,100.00
Gift Expense	0.00	0.00
Promotional Items	2,139.00	2,500.00
Membership/Registration Expense	0.00	0.00
Rentals for Special Events	0.00	0.00
Insurance	0.00	0.00
Hospitality	3,595.00	9,500.00
Supplies	4,609.00	8,000.00
Printing And Advertising	0.00	0.00
Building Materials	0.00	0.00
Travel Flights	3,150.00	5,625.00
Total Expenditures	15,643.00	33,725.00

Created on : 10/01/2023 9:37 AM PST

BSU Year To Date 10/01/2023		CSICC Year To Date 10/01/2023		ECSICC Year To Date 10/01/2023		HSSICC Year To Date 10/01/2023	
FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25
1,676.00	2,000.00	0.00	0.00	0.00	0.00	280.00	11,900.00
0.00	0.00	0.00	0.00	0.00	0.00	2,734.00	4,500.00
948.00	1,300.00	2,086.00	2,100.00	0.00	0.00	25.00	2,000.00
0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	1,000.00	0.00	0.00	0.00	0.00	872.00	1,500.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5,302.00	5,000.00	2,588.00	5,050.00	984.00	2,500.00	12,666.00	20,000.00
257.00	3,500.00	1,973.00	3,350.00	1,915.00	7,932.00	13,543.00	6,000.00
0.00	700.00	40.00	200.00	0.00	0.00	58.00	800.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9,447.00	16,000.00	8,499.00	8,500.00	31,217.00	50,418.00	18,360.00	12,000.00
17,630.00	30,000.00	15,186.00	19,200.00	34,116.00	60,850.00	48,538.00	58,700.00

NSMICC Year To Date 10/01/2023		BICC Year To Date 10/01/2023		CICC Year To Date 10/01/2023		EICC Year To Date 10/01/2023	
FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25
0.00	1,000.00	20,000.00	15,000.00	745.00	0.00	0.00	3,500.00
0.00	0.00	653.00	1,900.00	0.00	0.00	0.00	0.00
0.00	2,500.00	832.00	1,500.00	1,382.00	1,100.00	246.00	600.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
334.00	1,000.00	1,158.00	1,050.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3,411.00	5,050.00	10,372.00	10,000.00	3,566.00	7,400.00	799.00	1,800.00
499.00	2,250.00	4,079.00	3,600.00	1,579.00	3,500.00	1,153.00	1,200.00
0.00	250.00	131.00	250.00	131.00	100.00	0.00	150.00
0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00
4,448.00	30,800.00	6,634.00	15,000.00	8,185.00	13,000.00	8,918.00	11,634.00
8,692.00	42,850.00	43,859.00	49,800.00	15,588.00	25,100.00	11,116.00	18,884.00

HHDICC Year To Date 10/01/2023		MESA Year To Date 10/01/2023		SCICC Year To Date 10/01/2023		SWANA ICC Year To Date 10/01/2023	
FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25	FY22-23 Actual	Annual Budget FY24- 25
0.00	0.00	260.00	1,000.00	6,282.00	3,500.00	9,370.00	13,500.00
0.00	2,000.00	130.00	250.00	0.00	0.00	0.00	0.00
0.00	1,000.00	0.00	3,000.00	1,640.00	2,750.00	0.00	500.00
0.00	0.00	0.00	0.00	10,605.00	9,500.00	288.06	0.00
0.00	950.00	2,570.00	6,000.00	13,259.00	13,000.00	0.00	1,250.00
0.00	0.00	0.00	0.00	27,629.00	23,500.00	0.00	0.00
878.00	4,500.00	3,178.00	8,100.00	792.00	1,772.00	8,860.57	12,750.00
1,265.00	2,500.00	1,044.00	5,816.00	4,547.00	4,550.00	2,735.58	2,506.00
0.00	0.00	0.00	200.00	67.00	200.00	0.00	200.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1,459.00	10,800.00	0.00	4,312.00	12,319.00	20,000.00	485.00	2,000.00
3,602.00	21,750.00	7,182.00	28,678.00	77,140.00	78,772.00	21,739.21	32,706.00