

Associated Students Inc.



Finance Committee

Thu Nov 16, 2023 1:15 PM - 2:30 PM PST

**1. Call to Order**

Joe Morales, Chair, called the meeting to order at 1:23 pm.

**2. Roll Call**

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

Members Absent: Furtado (E).

Liaisons Present: Macedonio, Hesgard, Zazueta.

Liaisons Absent: None.

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 start 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.

**(Ordiano-m / Seng-s) The motion was to excuse Furtado due to urgent matters was approved.**

**3. Approval of Agenda**

**(Nguyen-m / Ordiano-s) A motion was made and seconded to amend the agenda to postpone item 8.a. due to absence of the speaker. The amended agenda was approved by unanimous consent.**

**4. Approval of Minutes**

**a. 11/02/23 Finance Committee Minutes**

**(Seng-m / Nguyen-s) The 11/02/23 Finance Committee 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

Joe Morales, Chair, reminded members of the scholarship review process, encouraging them to complete the reviews as soon as possible. For any questions, he suggested reaching out to S. Collins and E. Perret-Martinez.

### b. Director, Student Government

Rebecca Hesgard, Director of the Student Government, announced the capital requests review ahead of the Facilities Committee. She also confirmed that the Contingency Request-Black Student Union (BSU) item was removed from the agenda due to the urgent matters of the speaker. Hesgard concluded her report by supporting the request of J. Morales to members to finish the scholarship reviews.

## 7. Unfinished Business

### a. Discussion: Capital Projects

*The Committee will discuss the ASI Capital Projects requests.*

Kathleen Postal, ASI CFO, shared information on the current capital requests from ASI's divisions.

\* ASI has a policy on Contingency Funding. This is a funding, overseen by the Finance Committee, available for unexpected or supplemental needs of students and organizations.

\* Annual Capital Expenditures are funds spent for acquiring or maintaining fixed assets usually above threshold of \$5,000.

\* TSU - three requests totaling \$81,000. SRC - four requests totaling \$160,500. IT - one request of \$99,917. Administration - one request of \$35,000.

\* Total requests on the capital projects are at \$376,417. The detailed description of the requests will be presented by the heads of the ASI's divisions on one of the upcoming Facilities Committees.

J. Morales opened the floor to questions and points of discussion.

Hesgard summarized that the presented information is a general overview of the capital project requests ahead of the Facilities Committee.

Macedonio asked to clarify the allocation of funds remaining after the capital requests are satisfied. Postal responded that these funds stay in ASI's capital accounts as the "rainy day" funds.

Zazueta asked to clarify whether the specific ASI's computers would be replaced according to the request, or all of them. Postal confirmed that all of the ASI's computers would be replaced during the 3-year project.

Seng asked to clarify whether the SCR's equipment would be replaced according to the request, or the new equipment would be installed in addition to the current one. Postal responded that the request assumes replacement of the current equipment.

Nguyen asked to clarify what was happening to the replaced equipment and if it could be reused. Hesgard replied that there was a certain process for that.

## **8. New Business**

### **a. Action: Contingency Request-Black Student Union (BSU)**

*The Committee will consider a contingency request from the Black Student Union (BSU) for \$10,506 for travel for the Afrikan Black Coalition (ABC) conference.*

Postponed.

The request form and the presentation are attachments to the minutes.

## **9. Announcements/Member's Privilege**

Seng announced a cybersport event (League of Legends tournament), encouraging members to attend as viewers, and congratulated members with the upcoming Thanksgiving.

## **10. Adjournment**

J. Morales, Chair, adjourned the meeting at 1:41 pm.

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Joe Morales, Chair

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Erika Perret-Martinez, Recording Secretary

## Roll Call 2023-2024

11/16/2023 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
			<b>4</b>	<b>1</b>

Attendance	Liaisons			
			Present	Absent
PRESIDENT DESIGNEE	MACEDONIO	CAMERON	1	
DIR STUDENT GOVT	HESGARD	REBECCA	1	
BOD CHAIR DESIGNEE	MANSOOR	SHAWAN	1	
			Present	Absent
			<b>3</b>	<b>0</b>

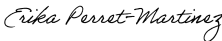
\*Recording Secretary: Erika Perret-Martinez

**QUORUM 4**

The 11/16/2023 Finance Committee meeting minutes were reviewed and approved by the ASI Board of Directors on January 23, 2024.

  
Gavin Ong (Jan 1, 2024 19:13 PST)

**Gavin Ong, Board Secretary**



**Erika Perret-Martinez, Recording Secretary**





# fin\_2023\_11\_16\_min

Final Audit Report

2024-02-01

Created:	2024-01-29
By:	Susan Collins (sucollins@fullerton.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdr7WftEdnulinaw-6TmG-E2O2NTTI-sg

## "fin\_2023\_11\_16\_min" History

-  Document created by Susan Collins (sucollins@fullerton.edu)  
2024-01-29 - 7:48:55 PM GMT- IP address: 137.151.113.11
-  Document emailed to asboardsecretary@fullerton.edu for signature  
2024-01-29 - 7:49:24 PM GMT
-  Email viewed by asboardsecretary@fullerton.edu  
2024-01-31 - 2:41:49 AM GMT- IP address: 137.151.175.192
-  Signer asboardsecretary@fullerton.edu entered name at signing as Gavin Ong  
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-  Gavin Ong (asboardsecretary@fullerton.edu) has agreed to the terms of use and to do business electronically with California State University, Fullerton  
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Signature Date: 2024-02-01 - 3:13:44 AM GMT - Time Source: server- IP address: 193.36.225.199
-  Document emailed to Erika Perret-Martinez (eriperret-martinez@fullerton.edu) for signature  
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-  Document e-signed by Erika Perret-Martinez (eriperret-martinez@fullerton.edu)  
Signature Date: 2024-02-01 - 6:04:11 PM GMT - Time Source: server- IP address: 137.151.113.82

✔ Agreement completed.

2024-02-01 - 6:04:11 PM GMT



# Facilities Committee

Capital Expenditures

*Kathleen Postal, ASI CFO*

*November 16, 2023*



CALIFORNIA STATE UNIVERSITY  
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# Annual Capital Expenditures

- Funds spent for acquiring or maintaining fixed assets such as land, buildings and equipment usually above a threshold (ASI - \$5,000)
- Buildings
  - HVAC, Roofing, Doors, Windows, Electric, Plumbing
- Equipment
  - Rec Center - Treadmills, weights, outdoor equipment
  - Children’s Center – Picnic tables, Preschool Toys, Cots for Naps
  - TSU – Furniture, tables, AV equipment
  - ASI Admin – Office Furniture, Computers



# Annual Capital Expenditures

## Titan Student Union

Scooter/Bike Racks	6 racks for locking scooter/bikes	\$	31,000
Bowling Lane Cleaning Machine	Replace existing obsolete equipment	\$	20,000
Outdoor furniture (courtyard)	Replace outdated patio furniture	\$	30,000
		Total	\$ 81,000

# Annual Capital Expenditures

## Student Recreation Center

Weight Training Equipment	Purchase of new plates and benches	\$	79,000
Pool Deck Patio Furniture	Replace outdated patio furniture	\$	41,000
I.M. Soccer Goals	Portable soccer goals for intermural	\$	14,000
Security Asset Management	Add locking key box/charging area	\$	26,500
	Total	\$	160,500

# Annual Capital Expenditures

## IT

Computer upgrade	Replace existing ASI computers	\$	99,917
		Total	\$ 99,917

## Administration

Golf Cart	Purchase 4-Seat golf cart for Admin & Student leaders	\$	35,000
		Total	\$ 35,000

# Summary

<b>Titan Student Union</b>	\$	81,000
<b>Student Recreation Center</b>	\$	160,500
<b>IT</b>	\$	99,917
<b>Administration</b>	\$	35,000
	Total	\$ 376,417



# Discussion

## ASI Contingency Funding Request 2023-24

COMPLETE

#2

Please review the provided guidelines for contingency request before completing this form: <https://docs.google.com/document/d/18vf24KL70wblbS3kLF7mXp-sEvyYw9a0/edit?usp=sharing&oid=108266217542967963174&rtpof=true&sd=true> Guidelines for Requesting Contingency Funding

## CREATED

## IP ADDRESS



PUBLIC



## \* Name

TommiNichole Taylor

## \* Group/Organization you represent:

BSU - Black Student Union

## \* Email

[REDACTED]

## \* Phone Number

[REDACTED]

## \* Total Amount of Contingency Request

\$ 10,506.00

## \* What is your contingency request for?

For a specific program or event

## \* Describe your program/event.

Black Student Union will be attending the Afrikan Black Coalition (ABC) conference that was once held at Cal State Fullerton in January 2020.

There will be keynote speakers, workshops, and more. All of which contribute to providing space for students across the state to have dialogue about the resolution of issues pertaining to academia and policy in post-secondary education.

The Afrikan Black Coalition conference is something CSUF Black Student Union has consistently attended for a while. It is a conference that promotes the liberation of Black/African American students through providing space for community, leadership building, and dialogue on navigating issues in post-secondary education pertaining to Anti-Blackness.

## \* Specify the purpose/objective of your program/event.

This year ABC's 21st Annual Conference is titled Blueprint for Black Power. Attendees will be enriched with knowledge concerning what is required to build community and infrastructure that supports the advancement of African Americans.

BSU's objective in attending the conference is to provide space for students to build on their leadership skills to positively impact the campus climate for all students.

The objective of attending this conference is to liberate Black/African American students to feel equipped to be empowered through their post-secondary educational journey through community and understanding of structures.

**\* Include an itemized list of what the requested funds will be spent on (including venue, food, security, insurance, marketing costs, etc.) and the total event budget.**

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Admission to the conference, transportation, and hotel (lodging)

**\* If applicable, list other organizations' contributions to this event, including your own.**

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Some of the cost is being covered by funds BSU already has for events this year.

**\* Estimate the expected attendance and identify your target audience for the event. - If reoccurring, state the attendance and success of recent events.**

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The target audience is current undergraduate and graduate students that has been selected by the BSU E-Board based off answers submitted on an interest form.

We currently have selected to accommodate 56, but would prefer to be able to accommodate 72 students.

**\* For ASI Executive Senate groups, ASI Programs or ASI Departments, specify the name of your group/area, the budget line-item, and amount(s) where this funding will go, if approved. Example: Arts Inter-Club Council Hospitality & Rentals Line-Items \$1,500 total (\$500 for catering, \$1,000 for rented tables/chairs)**

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Hotel - 72 people:  
4 people to a room, 15 rooms: \$14,130  
ABCC - 72 people: \$5,544  
AMTRAK ticket - 72 people:  
\$5,184 without ticket insurance  
\$5,832 with ticket insurance

Total: \$24,858 without ticket insurance  
Total: \$25,506 with ticket insurance

We currently have \$15,000 in our budget for travel

**\* Attach your PowerPoint presentation.**

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