



Minutes

ASI Finance Committee

- 📅 Thu December 5th, 2019
- 🕒 1:15pm - 2:30pm PST
- 📍 Titan Student Union Board Room

I. Call to Order

Brittany Cook, Chair, called the meeting to order at 1:18 p.m.

II. Roll Call

Members Present: Barillas, Cook, Hanna, Mitchell, Wright

Members Absent: None

Officers Present: Kalra

Officers Absent: Baker, Lawrence **

Guests: Kayleigh Bates, Carol McDoniel

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 [4:30 p.m.]

* 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.

III. Approval of Agenda

Decision: The agenda was approved as presented. (Wright-m/Mitchell-s)

IV. Approval of Minutes

a. 11/14/19

Decision: The minutes from the November 14, 2019 meeting was approved as presented. (Wright-m/Hanna-s)

V. Public Speakers

None.

VI. Reports

a. Director of Financial Services

Lawrence reported the following:

- Lawrence will need to leave the meeting early to attend another meeting. McDoniel will be representing him to answer any questions.
- This is the last Committee meeting this semester.
- The capital budget request is for the Children's Center. The funds used are coming from the Children's Center building fund--a separate fund from the operating budget.

[Lawrence left the meeting at 1:23pm.]

b. Chair

- There were 2 councils that did not attend the mandatory budget orientation for the 2020-21 fiscal year--Community Service Inter-Club Council (CSICC) and National Pan-Hellenic Council (NPHC). She met with the NPHC.. They had not checked their council email account. There will be a meeting with CSICC next week.
- One-On-One meetings with the members will be scheduled early in the spring semester.

VII. Unfinished Business

None.

VIII. New Business

a. Action: Request to Allocate Funds for 2020 Capital Improvements

FC007 19/20 (Wright-m/Mitchell-s) A motion was made and seconded to approve allocating \$129,000 from the Children's Center maintenance fund for capital improvements to the Children's Center facility.

Decision: FC007 19/20 (Wright-m/Mitchell-s) Roll Call 4-0-02. The motion passed.

b. Action: Request to Strike ASI Policy Concerning NSF Checks and ASI Policy Concerning Sponsorship Recognition

FC008 19/20 (Wright-m/Hanna-s) A motion was made and seconded to approve striking two ASI policies (Policy Concerning NSF Checks and Policy Concerning Sponsorship Recognition) that are included in other ASI financial policies.

Decision: FC008 19/20 (Wright-m/Hanna-s) Roll Call: 4-0-0. The motion passed.

c. Action: Request to Approve ASI Policy Concerning Corporate Budget

FC009 (Barillas-m/Wright-s) A motion was made and seconded to approve the establishment of the ASI policy concerning corporate budget.

Cook yielded to Kayleigh Bates.

Bates presented the policy.

Bates stated that there was a mistake under Capital Expenditures. The amount listed in the policy is incorrect. The correct number is \$5,000, not \$10,000.

A friendly amendment was made to change the amount under Capital Expenditures to \$5,000. Barillas and Wright accepted the friendly amendment. There were no objections. The motion was amended.

Decision: FC009 19/20 (Barillas-m/Wright-s) Roll Call 4-0-0. The motion passed.

IX. Announcements/Member's Privilege

None.

X. Adjournment

The meeting was adjourned at 1:57 p.m.



Brittany Cook, Committee Chair



Deserita Ohtomo, Recording Secretary

Roll Call Votes

	007	008	009
Barillas	Y	Y	Y
Hanna	Y	Y	Y
Mitchell	Y	Y	Y
Wright	Y	Y	Y
Cook	Chair		
Results	4-0-0	4-0-0	4-0-0