

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

Finance Committee MINUTES August 29, 2019
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CALL TO ORDER Brittany Cook, Chair, called the meeting to order at 1:26 p.m.

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

Members Absent: None

Officers Present: Baker, Kalra, Lawrence

Officers Absent: None

Guests: Austin Ysais

* 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.]

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

APPROVAL OF MINUTES The minutes from the April 25, 2019 meeting were approved as presented. (Wright-m/Hanna-s)

PUBLIC SPEAKERS None.

TIME CERTAIN None.

UNFINISHED BUSINESS None.

NEW BUSINESS

a. **Presentation: Basics of the ASI Budget** Lawrence made a presentation about the Finance Committee “Who Are We & What Do We Do?”

b. **Discussion: Committee Goals and Expectations** Cook stated that the fall semester will be used for training for the upcoming budget deliberation process in the spring and other business items, like budget policies and contingency requests.

Cook stated that having a good understanding of the budget policies will help the members when they get questions from their ICC’s.

Cook stated that the members should feel comfortable asking questions.

Mitchell asked if the members should study the budget policies outside of the Committee meetings.

Cook stated that there will be opportunities during the Committee meetings to review the policies.

Cook stated that it might be useful to bring a notebook or laptop to take notes during the meeting. The notes can be used as reference in later meetings.

c. Line Item Transfer Request – Panhellenic

FC 001 19/20 (Mitchell-m/Hanna-s) A motion was made and seconded to approve a line item transfer from Panhellenic to move \$1,876 from 0608-8051 (Printing & Advertising) to 0608-8050 (Supplies) to fund the purchase of recruitment t-shirts.

Lawrence stated that normally a representative from the council would present the item, but their advisor, Austin Ysais, is here to represent the council.

Ysais stated that Panhellenic wanted to place their t-shirt order during the summer, but they did not have sufficient funds in their ASI supplies account. Since there are extra funds in Printing & Adverting (8051), they would like to transfer \$1,876 to Supplies (8050) to pay for the t-shirts. The representative from Panhellenic could not be at today’s meeting since they were traveling. Panhellenic does not anticipate expending any other funds on Printing & Advertising this year.

FC 001 19/20 4-0-0 The motion passed.

Cook stated that this item will be on the Board of Directors’ consent calendar on the agenda in 2 weeks.

ROLL CALL VOTES

	001
Barillas	Y
Hanna	Y
Mitchell	Y
Wright	Y
Results	4-0-0

REPORTS

a. Director of Financial Services

Lawrence reported that ASI is going through two audits now. There is the annual internal audit, and the Chancellor’s Office is conducting an audit.

b. Chair

Cook did not have a report but reminded the members that next Thursday is the University President’s Convocation.

ANNOUNCEMENTS/ MEMBERS’ PRIVILEGE

Baker stated that Discoverfest is coming up soon. If anyone is interested in staffing the table, contact her or Cook.

Baker stated that the fall strategic plan work group needs 2 more Board members to serve. Meetings are Fridays for an hour. The work group will meet on what ASI will look like in the future.

ADJOURNMENT

The meeting was adjourned at 2:09 p.m.



Brittany Cook, Committee Chair



Deserita Ohtomo, Recording Secretary