



Minutes

ASI Finance Committee

📅 Thu February 13th, 2020

🕒 1:15pm - 3:45pm PST

📍 Titan Student Union Board Room

👤 In Attendance

I. **Call to Order**

Brittany Cook, Chair, called the meeting to order at 1:20 p.m.

II. **Roll Call**

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

Members Absent: None

Officers Present: Aguilar* **, Lawrence

Officers Absent: Baker

Guests: John Avelino, Scarlet Emily Baker, Vikki Brown, Brian Chung, Erin Furtak, Kyree Jackson, Amber Lambert, Asha Nettles, Tawni Nguyen, Cambria Norton, Ginny Oshiro, Victoria Rodriguez, Tina Thomas, Melanie Thierren, Bethany Whittaker, Hailey Wilson

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 [3:45 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**

2/6/20

Decision: The minutes from the February 6, 2020 meeting were approved as presented. (Hanna-m/Barillas-s)

V. Public Speakers

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

None.

VI. Reports

a. Director of Financial Services

- Budget preparation is underway.
- Information about the Council budget proposals has been distributed.
- During the presentations, ask many questions.
- If the members have any questions about the budget or process, contact Lawrence.

[Aguilar arrived to the meeting at 1:24pm.]

b. Chair

- Budget presentations start today and conclude at next week's meeting.

VII. Time Certain

2020-21 ASI Budget Presentations - Councils

a. 1:30pm - Communications Inter-Club Council

Cambria Norton, Chair, and Tawni Nguyen, Vice Chair, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: How many proposals for B-side Travel (8077) have there been this year?

A: 45

Q: Why is the Council requesting an increase of \$6,000 in B-side Travel (8074) when the historical spending does not show a need for the increase?

A: The request is only based on this year's requests. They would also like to be more visible and open to funding more students. They had to turn down three proposals last week, and they cannot accept anymore proposals.

Q: Has the Council considered a line item transfer or requesting contingency funds?

A: The members are looking at having larger end-of-year events, so they do not want to transfer any funds.

Q: Have more students been given travel funds since the maximum amounts for non-active and active students increased this year.

A: They have only funded one student at the maximum amount.

Q: If the Council wants to increase B-side Travel (8077), what other line item could be reduced?

A: They do not want to decrease any of their line items.

Q: Will the students continue to attend the same conferences that they attended this year?

A: Yes

b. 1:45pm - Arts Inter-Club Council

Tina Thomas, Chair, Vikki Brown, Vice Chair, and Scarlet Emily Baker, Director of Admin, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: How much is the Council looking to increase B-side 8074 (Contracts/Fees/Rentals)?

A: \$2,000

Q: Why would the Council like to increase B-side 8074 (Contracts/Fees/Rentals)?

A: They have more members and would like to fund their programming efforts, like guest speakers.

Q: Are there any line items that the Council would prefer to reduce to get the requested increase in B-side 8074 (Contracts/Fees/Rentals)?

A: They do not get as many travel requests, so they could reduce this amount. They would like more opportunities to bring guest speakers to campus.

Q: What events are done every year with A-side funds?

A: Pizza with the Dean in the fall, guest artists in the spring and other events.

Q: Has the Council considered way to fundraiser monies?

A: The Council is not allowed to fundraise. Their member organizations can fundraise, and several clubs do work to raise funds. These clubs share their fundraising opportunities during the Council meetings.

c. 2:00pm - Health & Human Development Inter-Club Council

Erin Furtak, Vice Chair, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: Is the Council getting more clubs to join or is the number the same?

A: The numbers have been increasing. New clubs are created, and they realize that they can join the Council.

Q: What is the cap for travel?

A: Non-active travel is capped at \$1,000 but only for registration fees. For active travel, if less than four students are traveling, the cap is \$750. If more than eight students are traveling, the cap is \$2,000 but only for registration fees.

7) Q: How much of the B-side Travel (8077) is the Council planning on spending?

A: At this time, they have 71% of the line item earmarked for future expenditures. They do anticipate an increase since two clubs have expressed an interest in requesting funds.

d. 2:15pm - Community Service Inter-Club Council

John Avelino, President, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: How does the Council use their A-side 8074 (Contracts/Fees/Rentals)?

A: They use it for rentals of canopies, t-shirts, merchandise and water bottles.

Q: How does the Council use B-side 8077 (Travel)?

A: They go to specific events. Circle K takes about 50-60 people to their district convention.

e. **2:30pm - Humanities & Social Sciences Inter-Club Council**

Ginny Oshiro, Vice Chair, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: How does the Council ensure that all members get funding?

A: They do have two new student organizations. Funding is available first-come, first-serve basis, as per their bylaws.

Q: One group is funded a large sum for travel, how does the Council ensure that the other groups get funding? How much can each student get for travel?

A: \$500 for non-active; \$750 for active

[Time expired before presentation and questions/answers were completed.]

f. **2:45pm - Sports Club Inter-Club Council**

Victoria Rodriguez, Chair, and Hailey Wilson, Vice Chair, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Lawrence stated that this Council is the only one that has a budget for Insurance (8084). ASI has a blanket insurance policy from CSURMA/AORMA. ASI receives the invoice. The invoice has not been received yet.

Q: Does the Council expect to spend \$1,000 for banquet supplies?

A: In the past, they have since the banquet was held off campus. They have the banquet on campus and will purchase awards, food and other supplies. They are going to fundraise. They also want to update their storage facility.

Q: The travel budget is high, but they only spent 24% last year. Why?

A: Last year, travel was mostly local. There will be proposal at their Friday meeting for \$7,000. They anticipate more requests this year.

Q: How much do they anticipate spending from B-side 8074 (Contracts/Fees/Rentals)?

A: There will be more requests this Friday. The teams are figuring out what they need for next year. They hope to spend 80%.

Q: What are the caps on spending?

A: They have different funding tiers, depending on how much the club fundraises. They do not have a cap on travel, but they monitor the amounts.

g. **3:00pm - Black Student Union**

Bethany Whittaker, Chair, Kyree Jackson, Sistertalk, and Amber Lambert, ABC Chair, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: The Council is not requesting any increases?

A: Yes

Q: In the past, the Council has not spent much the funds in 8051 (Printing & Advertising). What are the plans for next year?

A: The clubs are looking at purchasing materials for tabling, like signs.

Q: Do clubs request B-side funds to travel to the ABC Conference?

A: They only use A-side funds for all of the students to travel to the ABC Conference. The B-side travel funds go to clubs to travel to another conference.

[Aguilar left the meeting at 3:14pm.]

h. 3:15pm - Engineering & Computer Science Inter-Club Council

Brian Chung, Chair, presented the 2020-21 budget request.

Questions from Members and Responses from Council:

Q: Based on the presentation, 60% of the budget is used by four clubs. How is that fair to the other 24 clubs in the Council?

A: ECSICC runs differently. There is a board of 5 students, but voting is done democratically. Every organization is set a spending cap.

Q: Is the Council close to allocating all of their B-side travel?

A: Yes. Most of the travel happens during the spring semester and summer.

Q: For B-side 8074, 74% has been spent. Does the Council expect to spend 100% of the budget?

A: Changes have been made this year. They have created new roles, so that they can optimize their budget. If a club travel and does not use all of their allocation, the unused funds are returned to the available funds. They hope to maximize their use of funds.

Q: If they had to use funds from one item to support the requested increase, what line item would be reduced?

A: They would reduce the amount in B-side 8074 (Contracts/Fees/Rentals). They would like their clubs to host events on campus. However, the clubs would prefer to travel to conferences. There are clubs that host workshops, but they do not use Council funds.

VIII. Unfinished Business

None

IX. New Business

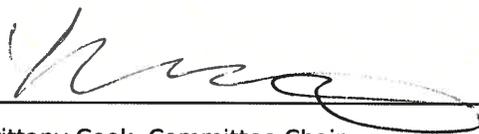
None

X. Announcements/Member's Privilege

Hanna stated that she will have to leave the meeting early next week because of a class.

XI. Adjournment

The meeting was adjourned at 3:33 p.m.



Brittany Cook, Committee Chair



Deserita Ohtomo, Recording Secretary