

## Minutes

### Finance Committee Meeting

 Thu August 27th, 2020

 1:15pm - 2:30pm PDT

 <https://fullerton.zoom.us/j/91578637457>

 **In Attendance**

### Call to Order

Selene Hanna, Chair, called the meeting to order at 1:16 p.m.

### Roll Call

Members Present: Hanna, Lynch, Murillo, Thomas

Members Absent: Cortes (E)

Liaisons Present: Hoang, Linares, Nettles

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 [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.

**Decision: Excusal (Thomas-m/Lynch-s) A motion was made and seconded to approve the excuse Cortes due to personal reasons. The absence was excused by unanimous consent.**

### Approval of Agenda

**Decision: The agenda was approved as presented by unanimous consent. (Lynch-m/Murillo-s)**

### Approval of Minutes

3/12/20

**Decision: The minutes from the March 12, 2020 meeting were approved as presented by unanimous consent. (Thomas-m/Murillo-s)**

## **Public Speakers**

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

There were no public speakers.

## **Reports**

a. **ASI Coordinator, Leader & Program Development**

Nettles had no report.

b. **Chair**

Hanna had no report.

## **Unfinished Business**

None

## **New Business**

a. **Discussion: Committee Charge, Goals and Expectations**

*The Committee will discuss its charge, goals and expectations for the 2020-21 academic year.*

Hanna presented information about the Committee's charge, goals and expectations for the 2020-21 fiscal year.

Nettles stated that there would be a timeline for the 2021-22 budget process. There will be time this semester for the members to practice hearing a presentation and deliberating.

Nettles stated that Contingency is also available to ASI departments and programs.

Nettles stated that the Committee also reviews and approves changes to the financial policies that are then sent to the Board of Directors.

Nettles stated that she is the staff point person. If the members have any questions, please contact Nettles. Nettles also encouraged the members to ask questions about the organization's finances. She will work with the staff to prepare any presentations or answer to any of these questions.

Lynch asked if the funding councils would be able to give gift cards.

Nettles stated that this is part of the discussion in the policies that has not been resolved yet.

Thomas asked if they would be considering what the councils spent during the 2019-20 fiscal year during the budget presentations.

Hanna stated that they would be taking into account the COVID-19 pandemic during deliberations.

b. **Information: Basics of the ASI Budget**

*The Committee will be presented with information about the ASI budget.*

Hanna yielded to Nettles.

Nettles presented the basics of the ASI budget.

c. **Discussion: Additional Guidelines for Funding Provided to Students and Student Organizations**

*The Committee will discuss additional guidelines for funding provided to students and student organizations for fall 2020.*

Hanna yielded to Nettles.

Nettles presented the additional guidelines for funding provided to students and student organizations.

Lynch asked about picking up prizes for giveaways.

Nettles stated that she would have to do some research. It has to be clear about what can be spent.

Hanna asked if gifts purchased on Amazon are allowed.

Nettles stated that there is a question about the shipping costs. These costs are included in another line item. The hope is to get everything in one resolution for the Committee to review and approve.

Hanna stated that the timeline to review gifts will first come to the Committee and then onto the Board of Directors in September.

Hanna stated that BICC met today. They discussed giving gift cards during Discoverfest. Do they have to wait until the Board approves gift cards before they have these giveaways?

Nettles recommended that they should not include language about gift cards until the resolution is reviewed and approved.

Thomas asked if they would be able to ship gift prizes from Titan Shops to students.

Nettles stated that she would include this question on the list to discuss.

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

Linares stated that Hanna did a great job chairing this first meeting. Also, there is a policy that the BOD members are responsible for grading ASI student scholarships in the fall and spring semesters.

Nettles thanked the members and congratulated them on their first week of the fall semester.

## **Adjournment**

The meeting was adjourned at 2:10 p.m.



Selene Hanna (Sep 15, 2020 15:23 PDT)

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Selene Hanna, Committee Chair



Deserita Ohtomo, Recording Secretary