



# ASI Finance Committee Meeting Agenda

Meeting called by: Christopher Koo, ASI VP for Finance  
Date: Friday, August 30, 2019  
Location: U-SU Pasadena Room

Type of Meeting: General  
Time: 12 to 2 p.m.  
Attendees: Committee Members & General Public

- I. Organizational Items
  - a. Call to Order
  - b. Roll Call (Establishment of Quorum)
  - c. Approval of Agenda for Friday, August 30, 2019
  - d. Approval of Minutes for Friday, April 26, 2019
  - e. Approval of Funding Committee Report for Friday, August 23, 2019
  
- II. Public Comment: This time is allotted for the public to address the committee regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.
  
- III. Discussion Items
  - a. Policy 201 – Finance Committee Code of Procedure: The committee will review the Finance Committee Code of Procedure and discuss best practices.
  - b. Policy 214 – Travel Policy: The committee will review proposed edits based on University changes to travel.
  - c. Policy 221 – Front Desk Locker Rental Procedures: The committee will review possible edits to rental and coverage period for locker rentals.
  - d. Procedure Manual: The committee will review the new entries to the Procedure Manual to continue separating policy from procedure.
  - e. ASI Book Voucher: The committee will revisit the new guidelines for the book voucher.
  
- IV. Information Items
  - a. ASI Referendum: The committee will receive and update on the current status of the referendum and the timeline.
  - b. 3&9 Budget Review Prep: The committee will be informed of the 3&9 budget quarterly review process.
  
- V. Report
  - a. ASI Vice President for Finance: Christopher Koo
  
- VI. Adjournment