



Date: December 9, 2022
 Time: 12:00-2:00 pm
 Location: USU - Alhambra Room 305
 Attendees: Finance Committee, General Public
 Type of Meeting: General

I. Organizational Items

- a. Call to Order by Andrew Klein, Vice President for Finance, at 12:12 pm
- b. Roll Call (Quorum **Established**)

Andrew Klein	Vice President for Finance	Present
Curtis Gaines	Vice Chair for Finance	Excused Absence
Brian Nguyen	ASI President	Present
Yahir Flores	VP for Administration	Present
John Eleby	VP for Academic Governance	Present
Sasha Prakir	VP for External Affairs & Advancement	Excused Tardy, @1:00 pm
Emily Chen	Secretary Treasurer	Present
N/A	BOD Member	
N/A	Student Committee Member	
N/A	Student Committee Member	
N/A	Student Committee Member	
N/A	Student Committee Member	
N/A	Associate Justice	
Cecily Mcalpine	Director of Fiscal & Business Operations	Excused Absence
John Tcheng	Assistant Vice President of Budget, Planning, & Fiscal Compliance	Excused Absence
Barnaby Peake	Executive Director	Present
Dena Florez	Associate Executive Director	Present
Guest of the Gallery	<i>Amanda Maldonado</i>	Present

c. Approval of the Agenda for Friday, December 9, 2022

Motioned By:	John Eleby	Seconded by:	Brian Nguyen
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 Finance Committee Meeting
 Friday, December 9, 2022



Motion to approve Friday, December 9, 2022						
Discussion: None						
All in Favor		Opposed		Abstained		Motion: Consensus Passed

d-f. Tabling the Minutes of November 4, October 14, September 30

Motioned By:	John Eleby	Seconded by:	Yahir Flores			
Motion to table the minutes of November 4, October 14, September 30						
All in Favor		Opposed		Abstained		Motion: Passed

Dena: It is very important that the finance committee meeting get done, if the committee can find a solution, it is the roll of the vice chair so have a discussion how we are going to do this but we need minutes.

g. Remove Approval of Funding Report

Motioned By:	John Eleby	Seconded by:	Brian Nguyen			
Motion to remove the approval of the Funding Report as December 2, 2022						
All in Favor		Opposed		Abstained		Motion: Passed

II. Public Comment – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or Cal State LA

III. Information Items
 N/A

IV. Action Items

- a. School Psychology Student Association – NASP Convention – 2/07/23-2/10/23 - \$3,000

Vice President of PSA informed the committee on the club and its ambitions on the campus. She also shared with us the requested amount from ASI and the Benefits of receiving the requested funds.



Motion to approve funding of \$3,00 to the School Psychology Student Association

Motioned By:	John Eleby	Seconded by:	Yahir Flores
Motion to approve funding of \$3,000 to the School Psychology Student Association			
All in Favor		Opposed	Abstained
			Motion: Passed

V. Discussion Items:

- a. Policy 205 – Asset Management – The committee will review suggested revisions to the policy.

Barnaby: Displayed the policy 205, and the displayed the revisions. He asked the committee to take time to review the policy before it is put on a actions items in a couples of weeks. This policy manages the property that ASI owns, with correlation to the school policy and federal guidelines. Barnaby went through the revisions and explained the changes made. He highlighted the accusation on property and the asset values. This policy is not up to vote during this meeting but was just explained.

During this discussion Barnaby answered questions from the committee and responded to comments on certain sections, he also proved examples of the importance of why we must insure the policy is done correctly.

- b. Policy 216 – Contract and Procurement - The committee will review suggested revisions to the policy.

Barnaby Explains we are reviewing and changing this document because it was recommended by the audit. The first version is a clean one but the seconded one displayed is the one with that details the corrections. Like the policy before the executive Director went through the same process as before. He talked about how a specific company and it have is competitive it must be justified why we are using some and not the others (sole sourcing).

Barnaby then explained the impact of not following these guidelines and left recommendations that the committee reads through all corrections



Dena: Made a comment in regard to accepting a bid and used an example to further the point why we do the bids and process of accepting them that we do.

She also suggested a change that should be made and her and Barnaby agreed to look over it.

VI. Reports

A. ASI Vice President for Finance: Andrew Klein

He discussed at the BOD he is exploring how to do and host a financial literacy workshop.

B. ASI Vice Chair for Finance: Curtis Gaines

C. ASI Executive Director: Barnaby Peake

The 3&9 budget is going through approval, he signed it and it went through. The policy are big things there is another one, signature authorization policy is getting a revision after the break

Dena: going to start on the 6&6 which is coming in February, and we need to make sure we look at budget for program proposals and some colleges have exhausted their budget there is a co curriculum line item. Explained how to move with the budget and what effects its thereof

Sasha: asked about a financial literacy workshop

Dena: explained in spring they will present the financials and how here and Andrew should connect.

Barnaby: recommended a more effective way of figure out the budgets with the committee. He also mentioned to come by ASI they have supplies and snacks

Dena: the last ASI meeting of the year

VII. Adjournment

Motion to Adjourn 1:11 pm

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Finance Committee Meeting

Friday, December 9, 2022



Motioned By:	John Eleby	Seconded by:	Yahir Flores
Discussion: None			
All in Favor		Opposed	
		Abstained	
Motion: Consensus Passed			

CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State LA held on Friday, December 9, 2022, in USU-Alhambra Room 305. Consensus by the ASI Finance Committee on Friday, March 3, 2023.

Prepared by:

Curtis Gaines, Recording Secretary

Emily Chen, Secretary/Treasurer