



Finance Committee Meeting

Minutes

Date: Friday, April 20, 2018
 Time: 12:00 pm- 2:00 pm
 Location: U-SU Los Angeles Rm. 308 A
 Attendees: Committee Members, General Public
 Type of Meeting: General

I. Organizational Items:

a. Call to order by: Aaron Castaneda, ASI Vice President for Finance at 12:04 pm

b. Roll Call

Aaron Castaneda	Vice President for Finance	Present
David Zitser	President	Present
Barbara Hong	Vice Chair for Finance	Present
Kenya Pineda	Charter College of Education Representative	Present
Neyda Umana	Vice President for Academic Governance	Present
Marcos Montes	Vice President of External Affairs & Advancement	Present
Jazmin Ortiz	Secretary/ Treasurer	Present
Rene Romero	Vice president of Administration	Present
Joshua Luthi	Committee Member	Present
Lily Nguyen	College of Natural and Social Sciences Representative	Present
Marcus Rodriguez	Director of Programs and Leadership	Present
Christopher Koo	Committee Member	Present
Intef W. Weser	Executive Director	Excused tardy at 12:09pm
Betty Kennedy	University President Designee	Present
John Tcheng	CFO Designee	Excused Tardy at 12:11pm
Dena Florez	Office Manager Administration & Services	Present
Ansiris Salas	College of Business and Economics Representative	Excused Absence at 1:03pm
Jeovany Aguilar	Chief Justice	Unexcused Absence
Alan Ramirez	Committee Member	Present
Guest of the Gallery	None.	

c. Adoption of Agenda for Friday, April 20, 2018:

Offered By:	Kenya Pineda	Seconded by:	Rene Romero
Motion to approve the adoption of the agenda for Friday, April 20, 2018. Motion received ALL votes and passed.			
All in Favor	all	Opposed	0
		Abstained	0
Motion: Passed			

d. **Approval of Minutes for Friday, April 6, 2018**

Offered By:	Kenya Pineda	Seconded by:	Barbara Hong			
Motion to approve the adoption of the minutes for Friday, April 6, 2018 Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

e. **Approval of Funding Committee Report for Friday, April 13, 2018**

Offered By:	Kenya Pineda	Seconded by:	Rene Romero			
Motion to approve the adoption of the Funding Committee Report for Friday, April 13, 2018 Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

II. **Public Forum:**

- a. This time is allotted to members of the public to address the board.

III. **Action Items:**

- a. **2017 Tax Documents - The committee will review and take action on the 2017 Tax Documents prepared by MGO.**

Offered By:	Kenya Pineda	Seconded by:	Rene Romero			
Motion to approve the amendment of moving this to the next Finance meeting. Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

- b. **Administrative Proposal - The committee will review and take action on a proposal submitted by Office Manager Dena Florez for administrative areas**

Offered By:	Rene Romero	Seconded by:	Kenya Pineda			
Motion to approve the Administrative Proposal-support - The committee will review and take action on a proposal submitted by Office Manager Dena Florez for administrative areas. Motion received 6 votes, 5 opposed, 1 abstained, and passed.						
All in Favor	6	Opposed	5	Abstained	1	Motion: Passed

❖ **Questions:**

- 🚩 Kenya: I would suggest we should at least agree on this equipment for them to do their job.
- 🚩 David: is there a reason why they need mac instead of pc?
- 🚩 Dena: they are doing a lot of graphic jobs.
- 🚩 Marcos: I agree on David. We should be more aware of the computers we are considering to purchase.
- 🚩 Dena: right now, the ones in the office, the memory needs to be updated.
- 🚩 Marcos: I vote against it, we've already spent a lot of money on related equipment already.

c. **Club Funding Proposal - The committee will review and take action on a proposal submitted by**

VPF Aaron Castaneda for additional funding to close out the year for club funding

Offered By:	David Zitser	Seconded by:	Kenya Pineda			
Motion to approve the Club Funding Proposal - The committee will review and take action on a proposal submitted by VPF Aaron Castaneda for additional funding to close out the year for club funding- <u>\$25,000</u>						
All in Favor	0	Opposed	0	Abstained	0	Motion: /

Discussion:

Aaron: How much we allocated this year already?

Aaron: We received \$20,000-\$25,000 funding request for the last funding meeting. But we only have \$500 left to allocate.

Neyda: concern about whether to fair to other clubs if we decide to allocate more this time.

Marcos: I voted against it. A lot clubs are requesting funds towards banquet.

David: if the committee are not happy with funding these banquets, maybe we should consider to add that in the policy.

Dena: we need to teach the clubs improve financial skills

Christopher: I agree with Dena, I disagree with David; we have not reviewed the funding requests. We should not allocate \$25,000.

Neyda: We should reduce the fund to \$12,000.

Marcial: we need to consider to change the policy: not fund for the banquet in the future.

David: I suppose \$12,000 will do the work.

Lily: what does these unrestricted fund go if we do not spend them?

Aaron:

Kenya: ASI has its own banquet once a year, to celebrate all the hard work, why can clubs have their own banquet? I would suggest.

Offered By:	David Zitser	Seconded by:	Kenya Pineda			
Motion to approve the Club Funding Proposal - The committee will review and take action on a proposal submitted by VPF Aaron Castaneda for additional funding to close out the year for club funding- <u>\$12000</u> . Motion to call the question. 11 voters, need at least 8 votes to call the question. Call the question failed.						
All in Favor	7	Opposed	4	Abstained	0	Motion: not passed

Offered By:	David Zitser	Seconded by:	Kenya Pineda			
Motion to amendment of adding the stipulation of " stipulation move everything not allocated back to the unrestricted fund ". Motion received all votes and passed.						
All in Favor	7	Opposed	4	Abstained	0	Motion: not passed

Offered By:	David Zitser	Seconded by:	Kenya Pineda			
Motion to approve the Club Funding Proposal - The committee will review and take action on a proposal submitted by VPF Aaron Castaneda for additional funding to close out the year for club funding- <u>\$12,000</u> with stipulation move everything not allocated back to the unrestricted fund.						
Motion received all votes and passed.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: Passed

IV. Discussion Items

a. **Prison BA Program Proposal** - The committee will review a proposal submitted by College Representative Selene Castillo for next year's budget.

Prison BA Program Proposal

b. **Proposed 2018/2019 Operating Budget** - The committee will review the third draft of the proposed 2018/2019 operating budget and supporting detail. The committee will have the opportunity to provide recommendations and discuss priorities for next year

- + Aaron: GIA increase.
- + Aaron: We do not do reduction any more.
- + Aaron: I suggest to try to bring down 4%.

[proposed operating budget]

- + Intef: You have to be careful when you decide to cut some of the budget.
- + Jazmin: For marketing & advertisement....
- + Jazmin: Do the commissioners get money from us or from marketing & advertisement?
- + Jazmin: Do they get funding from \$3,000?
- + Jazmin: I agree with funding commissioners and give them a voice.

[student government- proposed operating budget]

- + Aaron: I cut down budget planning and budget town hall meetings, \$80.
- + Aaron: Will there be any wavier for B.O.D. retreat?
- + Marcus: No.

[CSU Conference]

- + David: Can you explain "CSSA 7*49"?
- + Aaron: that is conference.

Offered By:	Jazmin Ortiz	Seconded by:	David Zitser			
Motion to extend 15 minutes.						
Motion received all votes and passed.						
All in Favor	All	Opposed	0	Abstained	0	Motion: passed

V. Reports

- a. ASI Vice President for Finance: Aaron Castaneda

VI. Adjournment

Offered By:	David Zitser	Seconded by:	Lily Nguyen			
Motion to adjourn at 2:12pm. Motion received 9 votes , 2 opposed and passed.						
All in Favor	9	Opposed	2	Abstained	0	Motion: passed

CERTIFIED

Finance Committee Meeting
 April 20, 2018
 Summary of Actions Taken

I. Organizational Items

a. Roll Call

b. Adoption of Agenda:

Offered By:	Kenya Pineda	Seconded by:	Rene Romero			
Motion to approve the adoption of the agenda for Friday, April 20, 2018. Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

c. Approval of Minutes :

Offered By:	Kenya Pineda	Seconded by:	Barbara Hong			
Motion to approve the adoption of the minutes for Friday, April 6, 2018 Motion received ALL votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Funding Committee Report for Friday, April 13, 2018

Offered By:	Kenya Pineda	Seconded by:	Rene Romero			
Motion to approve the adoption of the Funding Committee Report for Friday, April 13, 2018 Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

2017 Tax Documents - The committee will review and take action on the 2017 Tax Documents prepared by MGO.

Offered By:	Kenya Pineda	Seconded by:	Rene Romero			
Motion to approve the amendment of moving this to the next Finance meeting. Motion received all votes and passed.						
All in Favor	all	Opposed	0	Abstained	0	Motion: Passed

Administrative Proposal - The committee will review and take action on a proposal submitted by Office Manager Dena Florez for administrative areas

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Motion to approve the Administrative Proposal-support - The committee will review and take action on a proposal submitted by Office Manager Dena Florez for administrative areas. Motion received 6 votes, 5 opposed, 1 abstained, and passed.						
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All in Favor	ALL	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Jazmin Ortiz	Seconded by:	David Zitser			
Motion to extend 15 minutes. Motion received all votes and passed.						
All in Favor	All	Opposed	0	Abstained	0	Motion: passed

Adjournment

Offered By:	David Zitser	Seconded by:	Lily Nguyen			
Motion to adjourn at 2:12pm. Motion received 9 votes , 2 opposed and passed.						
All in Favor	9	Opposed	2	Abstained	0	Motion: passed

CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc., Cal State Los Angeles held on April 20, 2018 in the U-SU Alhambra Room, 305 and were approved by consensus by the finance committee on May 4, 2018.

Prepared by:

Barbara Hong
Vice Chair for Finance

Confirmed by:

Jazmin Ortiz
Secretary Treasurer

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