



Finance Committee Meeting

Minutes

DRAFT

Date: Thursday, September 3, 2026

Location: Alhambra Room - U-SU Room 305

Public Viewing: <https://calstatela.zoom.us/j/89882050613>

Time: 2:00-4:00 PM

Type of Meeting: General

Attendees: Committee Members, General Public

I. Organizational Items:

A. Call to order by: Bryan Alvarado Chavez, Vice President for Finance @ 2:12pm

B. Roll Call

Bryan Alvarado Chavez	Vice President for Finance	Present
Ashley Bellorin	President	Present
Jesus Corona	Vice President for Community Engagement	Present
Natalie Torres	Vice President for External Affairs	Present
Jazmine Rocha	Vice President for University Affairs	Present
Sophia Gamino	Executive Vice President	Present
Alma Alvarez	College of Business & Economics Rep.	Present
Erick Anzu	College of Engineering, Comp. Science & Technology Rep.	Present
Gregg Dixon	Interim AVP for Budget, Accounting, & Finance	Present
Cynthia Galvez	Director of Fiscal and Business Operations	Present
Fabi Avina	Director of Student Engagement and Belonging	Present
Barnaby Peake	ASI Executive Director	Excused Tardy
Dena Florez	Associate Executive Director	Present
Amanda Maldonado	Administrative Coordinator	Present

A. Adoption of the Agenda

Offered By:	Ashley Bellorin	Seconded by:	Natalie Torres			
Motion to approve the Agenda for Thursday September 3, 2026						
Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

B. Approval of the Minutes

Offered By:	Jesus Corona	Seconded by:	Erick Anzu			
Motion to certify the Minutes for April 30, 2026 Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

- II. **Public Comment:** We will now move on to Public Comment. This time is allotted for the public to bring up comments or concerns of interest to the committee. Please be advised that due to a set agenda, the committee will not address the items brought up at this time but will note them down for the Executive Committee's review and action.

III. Action Items

A. School Psychology Student Association - Welcome Back Picnic - 9/12/26 - \$122.24

Bryan: Asks if there's a student org present to present on this request

Student Org Representative: Says is requesting \$150 of funding for potluck, pizza, food, and drinks. Planning to do an assortment of activities such as scavenger hunt, bonding activities, and board games. As school psychologist, we want to help the well-being of our students to promote general well-being

Cynthia: Asks if there's a reason not being hosted on campus?

Student Org Representative: Because it is local and a bigger area, as we're expecting about 60 students to attend

Cynthia: Asks if the students have a semester parking permit

Student Org Representative: No majority of our student aren't required to be on campus most of the days

Jazmine: Asks if its catered to students who don't usually go to campus. Just wants to make sure it's open to all Cal State LA students

Student Org Representative: Says there's a RSVP link that asked students to fill out and it was advertised on The Nest (Get)

Jazmine: Adds, doesn't consider this meeting general meeting because it is an event. ASI can fund up to two general meetings, but maybe next time click event so doesn't take up the general meetings

Amanda: When you submit the reimbursement, you will need to submit the attendance list with the names and Cal State LA emails so we know how many Cal State LA students attended

Offered By:	Ashley Bellorin	Seconded by:	Natalie Torres			
Motion to approve funding for School Psychology Student Association - Welcome Back Picnic for \$122.24						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

IV. Informational Items

A. [ASI Policy 201](#) - Finance Committee Code of Procedure Review

Bryan: The financial policies mostly talk about what you can and can't do, at the end of the day the Board of Directors have the say

Ashley: The finance committee explained to her the process of how a club ends up here at the finance committee. Asks if there is an application process or how does a club get approved to come here, just wants clarification on that

Amanda: We're going to review it and I'll go over the process of requesting funds

Bryan: Reviews the finance committee code of procedure. Mentions excused absences, to mention it to Bryan, Ashley, or Barnaby. If there's too many excused absences, it'll be brought up to the committee whether to be removed from the board

B. [ASI Policy 204](#) - Funding Policy Review

Bryan: Talks about how clubs can ask for funds from ASI. Should ask for funds in advance so it can be talked about during the finance committee. There should be a club representative for any questions the board or committee might have. Talks about social media marketing, and has to make sure the ASI logo is on there. Funding is only for the academic year. Funding for travel purposes is acceptable as long as the request follows the ASI policy

Alma: Asks if students want to travel for a competition or contest

Amanda: The policy is \$1,500 for the academic year and can be used for an event, conference, etc., it just depends what they want to use it on. The next price list, we'll go over as well as it's more in depth of the figures in particular to traveling. ASI can may fund up to \$500 per student

Ashley: Asks what if hypothetically, someone wants to go to a conference and it starts during the spring semester but carries on to summer semester

Amanda: It would be up to the committee's discretion on how they want to go about it

Bryan: Continues to go over procedures

Barnaby: These procedure sets authority of what we can and can't do and the specific price list for numbers for what we can fund. All students pay these student fee so it has to be accessible to everybody which makes it a little tricky

Sophia: Asks if a club is making money back, why would there be a limitation if they're selling it and not giving it away

Barnaby: Explains when they're using student body fees to buy their products first, then using that product to make revenue back. So that's when we say we'll only fund half of it. Usually if we're replenishing the direct cost,

there is some wiggle room, and this is something we ask the committee questions about. They shouldn't be using student body funds to generate revenue for their club.

C. [ASI Funding Price List 2026-27](#) Review

Bryan: Went over guidelines, funding allocations, hospitality, speaker fees, marketing, equipment, fundraisers, travel

Amanda: wants to point out that the finance committee approved last year, ASI might consider funding marketing supplies up to maximum of \$150, and the request is limited up to every 2 years per organization. There is a separate supplies funding request form that we can go through. Encourage student orgs for tabling events this year, to get their recognition out there

Unidentified person: Asks if it would still require an event registration form

Amanda: The \$150 would still go towards the \$1,500 maximum of the year. If they're just asking for the table cloth and it's not tied to an event, you don't need an event registration form

Ashley: Asks if we still have the movie tickets

Amanda: There is still discounted movie tickets through a third party that we work with

Jazmine: Asks if I did want marketing supplies, can it still be requested under regular registration form. Would it still count as a marketing supply funding request?

Amanda: Marketing supply funding request is only for the table cloth or (inaudible) those are the only two supplies

D. Examples of Previous Funding Requests

Amanda: Before that, we can go over the funding process. On the ASI website under the RSO tab, you'll find the deadline proposal that go with the biweekly meetings. Access to the presentation in a PDF form, documents needed for the funding process. More in dept explanation video on overview as well, and where they should submit their event registration form. If they are requesting funding for multiple events, usually for speakers or workshops, they can ask for all their funding at once. There is a cost break down, such as what they are requesting funding for, how much money they want, description, who is providing their catering or if the student org is bringing their own food and if so they need to attach their food permit with all 4 signatures on their. Needs documentation of how they got to the amount they're requesting, as well as event flier with the ASI logo. Meeting attendance is encouraged in case if the committee has any questions. If it is answered no under that category, we will reach out to get a statement or ask questions we know the committee will ask. Once they submit, Bryan and I will get a notification a student org submitted, and we review to make sure they have all their documents in a row such as approved event registration form, has their food permit, and make sure they have all their documents to make it to this meeting. If there's anything missing, I'll email them and give them a deadline to submit their documents, or their event will be moved to the next meeting. If everything looks good, we will put it to the agenda for you all to review

Ashley: Just to clarify, when CSI approves the form, that doesn't mean they'll automatically get funding. The whole process is Amanda and Bryan review it, then we get the decision to approve it

Amanda: Yes, so submitting the registration form doesn't mean it'll give you funding, book you a room, it's only for approval

Sophia: Let's say the event is already approved by CSI; do they ask for funding before their event or get reimbursement after they paid

Amanda: ASI funding is on reimbursement basis, so the student org would need to up front their cost. There are different ways for example a vendor or speaker, that we can help to pay after the event has happened. We also have a prepayment agreement form, if they ask for the funding before the event, up to two weeks in advance, we can help make those purchases. For food or travel, student orgs would need to upfront those costs, then once that event has happened and they've already received their funding, then we can submit their reimbursement paperwork

Sophia: if the costs end up being more then they up front can collect and still ask for more

Amanda: Once its funded, we'll fund up to what they're approved

Ashley: Would we encourage orgs to ask for more that they're anticipating so they're not short

Amanda: I recommend students not to be too specific

Natalie: How would we keep track of the \$1,500 for the year, would it be the finance committee or ASI in specific

Amanda: On the administration side there are a few spreadsheets that we have to keep track of all the student orgs that attend each meeting and the amounts that we funded and actuals

V. Discussion Items

VI. Reports

A. Committee Members

Fabi: Just to let everyone know, the student org recognition process is now open through September 25th. If someone misses the recognition deadline, it'll be open again in the spring. There are already 70 student orgs that completed the recognition process, so we expect about 100 to complete by September. As there is a new platform implemented this summer, if you all or a student org has questions or feedback, please let her know

Cynthia: Within the student affairs side, does the programming for students and if there are any ideas or feedback, reach out to her

Dena: Adds that the ASI audit was complete and will be presented to the board for approval to the chancellor's office September 10th. We'll start looking at the budget at the next finance meeting, this isn't the realignment of the budget, we'll have that towards the end of the semester but there are some changes and additional student fees

Jazmine: Adds for the reconciliation request, wants to let everyone know that wants to have the final draft sent to Amanda by Monday so she can post it on the board of directors' agenda so it can be linked to the public. If anyone has any comments or suggestions, let her know by Friday, and will send reminder in the discord

B. Advisors

VII. Adjournment

Offered By:		Erick Anzu		Seconded by:		Jazmine Rocha	
Motion to adjourn the meeting @ 3:08pm Consensus reached.							
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed	

CERTIFICATION

Official Minutes taken for the ASI Finance Committee Meeting of the Associated Students, Inc., Cal State Los Angeles held Thursday, September 3, 2026, at Alhambra Room - USU Room 305 and were approved by consensus by the ASI Finance Committee on September 17, 2026.

Prepared by:

Lauren Bacio - Recording Secretary

Sophia Gamino - Executive Vice President