



ASI Finance Committee Minutes

2014-2015:7 Friday, March 13, 2015 3:00PM - 5:00 PM, BSC, 2nd Floor, Perseus

D) Preliminaries

- A) Call to Order at 3:04pm
- B) Quorum Check:

1) Fayz Ashker, Treasurer, Chair

Voting Members:

- 2) Taylor Young, Senator Pro-Tempore, Vice Chair
- 3) James Cox, President – **Excused Absence**
- 4) Louis Harfouche, Vice President – **Excused Absence**
- 5) Melanie Young, Business Senator
- 6) Deena Wahba, MCC Senator
- 7) Chonlawan Khaothiemsang, Science Senator

Advisors:

- 8) Jami Grosser, ASI Advisor
- 9) Ivonne Cabezas, ASI Accounting Analyst – **Designee: Jonathan Fitzhugh**

Liaison:

10) Andrea Cendejas, Attorney General

C) Approval of Minutes

- 1) No minutes to approve

D) Agenda Changes

- 1) ASCE request will be changed to \$4,894
- 2) Next meeting will be April 10th, 2015

E) Introduction of Guests

- 1) Kathryn Peterson – President, Liberal Studies Club
- 2) Natalie Ernst - Community Service Chair, American Society of Civil Engineers
- 3) Steven Taylor – Treasurer, American Society of Civil Engineers

F) Reports

- 1) There were no reports given.

G) Open Forum

- 1) Midnight Madness

II) Action Item

- A) Recommendation for American Planning Student Association to ASI Senate
- 1) Taylor moved to American Planning Student Association's request for \$5,500 to the ASI Senate, Deena seconded. Motion passed, 4:0:0.

III) Discussion Item

- A) Presentation – Liberal Studies Club for \$5,500 from NP&A
- 1) Liberal Studies Club President, Kathryn Peterson, presented information about the program that six Cal Poly Pomona students were accepted to. The program takes place in Jinhua, China over the month of July where students in the program will be assigned to a middle school and teach students about the social aspects of English rather than grammar. Kathryn then explained the budget breakdown of the trip. Each member will be paying \$1,200 out of pocket; the university will be paying for the flight, lodging, and most meals during the week. The club is requesting funds from ASI to help pay for the Visa fees, team leader fees, curriculum materials, your cost, and travel insurance.
 - 2) Question and answer session took place including:
 - (a) Amount ASI is allowed to fund per person – only \$500 per person
 - (b) If the students are from the club or the liberal studies department – this request will only be funding the 6 members of the club that are in the program, however there are 12 student total going from Cal Poly
 - (c) If they have looked into the Administration Fund – they have however they cannot make any requests from that fund until their flights and hotels have been booked which will happen later in the year
 - (d) Jami explained that they will need to get additional approval as there will be international travel involved
 - (e) Fundraising efforts so far – the amount they have fundraised on their budget is to cover the 20% they were required to raise to receive the last 30% of their council allocation. Liberal Studies Club has continued to do small fundraisers such as bake sales around campus.
- B) Presentation – American Society of Civil Engineers (ASCE) for \$4,894 from NP&A
- 1) ASCE Treasurer, Steven Taylor, gave a breakdown of the conference that they will be attending at the University of Arizona from April 9th-11th. The conference includes several technical events including concrete canoe and steel bridge which Cal Poly Pomona participates in. There also more recreational events such as sports games. ASCE Community Service Chair, Natalie Ernst, shared the work that has been done so far on the concrete canoe and steel bridge competition submission. She also explained some of the benefits of both the club and attending the conference. Steven gave a brief overview of the event they will be participating in and provided results and awards they received from the conference last year. Steven then walked through the budget including registration expenses, hotel costs, traveling expenses, the pre-conference BBQ, T-shirts, and gas/mileage reimbursement. He also explained their other sources of income and provided explanation on why they will be saving some of their funds for next year's conference in Hawaii.
 - 2) Question and answer session took place including:
 - (a) If they are expecting the passengers to contribute to the gas costs for drivers – yes

- (b) Melanie pointed out they will need to fix their line item other sources of income before presenting to the ASI Senate
- 3) Due to the dates of their conference, Deena moved to suspend Robert's Rules and move Discussion Item B – ASCE to and action item, Taylor seconded. Motion passed, 4:0:0.

American Society of Civil Engineers for \$4,894 from NP&A as an action item

- 4) Chonlawan moved to recommend American Society of Civil Engineers' request for \$4,894 to the ASI Senate, Melanie seconded
 - (a) Fayz clarified the other sources of income mistake does not affect the amount they are requesting
 - (b) Andrea recommended that if this is a recurring conference that they come to the Finance Committee sooner next year as this should be a roughly two month process
 - (c) Vote, 4:0:0, motion passed.

IV) Information Item

- 1) There were no information items.

V) Adjournment

- A) Meeting was adjourned at 3:32pm
- B) Next Finance Committee Meeting: April 10th, 2015, 3:00pm-5:00pm, BSC – England Evans