



ASI Finance Committee Minutes

2014-2015:6 Friday, March 6, 2015 3:00PM - 5:00 PM, BSC, 2nd Floor, Perseus

D) Preliminaries

- A) Call to Order at 3:07pm
- B) Quorum Check:

1) Fayz Ashker, Treasurer, Chair

Voting Members:

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

Advisors:

- 8) Jami Grosser, ASI Advisor
- 9) Ivonne Cabezas, ASI Accounting Analyst

Liaison:

10) Andrea Cendejas, Attorney General – **Excused Absence**

C) Approval of Minutes

- 1) Minutes from February 20, 2015 were approved as written by Fayz, as chair

D) Agenda Changes

- 1) Louis moved to combine the action item for The Anthropological Society for \$2,500 with the Discussion Item for The Anthropological Society for \$2,500 for a new discussion item for Anthropological Society for \$5,000, seconded by Melanie. Vote, 4:0:0, motion passed.

E) Introduction of Guests

- 1) Mio Mendez – Vice President, American Planning Student Association (APSA)
- 2) Bryan Bulaya – President Pro-Tempore, APSA
- 3) Benjamin Cheng – Treasurer, Collegiate Entrepreneurial Organization (CEO)
- 4) Farah Haddad – Vice President, CEO
- 5) Pamela Harlow – Co-Conference Chair, American Society of Civil Engineers
- 6) Arlett Carmona – President – Anthropological Society
- 7) Hayk Azatyan – President, Undergraduate Missiles Ballistics and Rocketry Association (UMBRA)

F) Reports

- 1) There were no reports given.

G) Open Forum

- 1) Louis announced that senators currently on Finance Committee will be reelected to serve at the next Senate meeting

II) Action Item

A) Phi Sigma Tau: Philosophy Honors Society for \$1,827 from NP&A

- 1) Louis moved to approve Phi Sigma Tau's request for \$1,827 from NP&A, seconded by Taylor. Vote, 4:0:0, motion passed.

B) Graduate Planning Student Association recommendation to ASI Senate for \$4,500 from NP&A

- 1) Deena moved to recommend Graduate Planning Student Association's request for \$4,500 from NP&A, Taylor seconded. Vote, 4:0:0, motion passed.

III) Discussion Item

A) Presentation – American Society of Civil Engineers for \$2,500 from NP&A

- 1) ASCE Co-Conference Chair, Pamela Harlow, presented about the 2015 ASCE Pacific Southwest Conference that ASCE – Cal Poly Pomona chapter is planning to attend with the additional funding from the ASI Finance Committee. Pamela gave a description of the conference including the benefits of attending the conference for the members. She included information about the location, dates, competitions that ASCE – CPP participated in, events, and workshops. Pamela explained the benefits of the conference not only for the attendees but Cal Poly Pomona as a strong engineering school. Pamela then went through the breakdown of the costs associated with attending the event including transportation, registration, hotel costs, fundraising thus far, food costs for social event prior to conference and T-shirts.
- 2) Due to discrepancies between the budget, the presentation, and the request for funds from ASI, Fayz and Louis explained that the Finance Committee would not be able to approve the budget request for ASCE as is. Additionally, because ASCE wants above the \$2,500 request, they will need to represent to the Finance Committee at the next Finance Committee meeting with the correct budget and presentation dollar values, and then be recommended to the ASI Senate for the first Senate meeting of winter quarter.
- 3) Lorena added that ASI Financial Guidelines and Stipulations explain that ASI funds cannot fund T-shirts for more than \$12 a shirt so they will need to adjust that in their revised budget.

B) Presentation – The Anthropological Society for \$2,500 (+\$2,500 from previous presentation) from NP&A

- 1) Anthropological Society President, Arlett Carmona, gave a brief overview of the purpose of the Anthropological Society and the different areas of interest within the club. She further explained the SAA conference that 6 of the Anthropological Society members will attend including registration costs, transportation, hotel/apartment costs. Arlett then explained the budget including how much will be used from their council allocation, how much they have fundraised, and how much they are expecting attendees to pay out of pocket.
- 2) Question and answer session took place including:

- (a) Review of previous presentation given by the Anthropological Society and dates for each of the conferences – March 25th-29th and April 15th-19th
- 3) Louis raised the issue on how to recommend the combined budget request for both conferences, which is currently broken up into two budget requests, to Senate due to the time restraints on the first conference combined with the fact the new combined budget for \$5,000 has not yet been written.
- 4) Louis proposed they make amendments to the current budget to change the numbers to reflect the need for both conferences totaling to \$5,000 and then recommend the amended budget to the ASI Senate. They would then deny the previous conference budget and recommend the \$5,000 budget.
- 5) Louis moved to suspend Robert's Rules and move the Anthropological Society request for \$5,000 from NP&A to an action item, Deena seconded
 - (a) Further discussion took place on how to amend the budget request
 - (b) Vote, 5:0:0, motion passed

IV) Action Item – Reopened

- A) Anthropological Society – Continued from Discussion Item B
 - 1) Louis explained that they now need to have both budgets in action separately, deny the first budget, amend the second budget, recommend the amended budget, then they will go to the ASI Senate
 - 2) Lorena felt they should only have one budget request approved because of the Financial Guidelines and Stipulations
 - 3) Jami added that because of the situation, as a committee they need to decide whether or not to deny one of the requests completely or use the loop hole and suspend Robert's Rules and then make the necessary motions
 - 4) Melanie moved to re-separate the budgets back to their original two budget requests for \$2,500 each, Louis seconded
 - (a) CK added that to avoid this issue again and from now on they interpret the Financial Guidelines and Stipulations to mean one request per group per year
 - (b) Louis clarified that will see the budget going to ASI Senate as they will make the amendments in this meeting
 - (c) Vote, 5:0:0, motion passed
 - 5) Louis moved to approve the second budget request for the Anthropological Society for \$2,500 from NP&A
 - (a) Louis added that this is the one they would want to deny
 - (b) Vote, 0:5:0, motion failed
 - 6) Louis moved to amend the current Anthropological Society budget request for \$2,500 from NP&A to exclude their contribution of \$2,888 making their total request for \$5,388 from NP&A, Melanie seconded
 - (a) Louis explained that they removed money from their contribution to increase their expense
 - (b) Jami raised the issue of their line items no longer matching – the revised mid-year line items will need to request the costs for both conferences

- (c) Due to additional issues arising, Jami recommended they approve a higher amount and then require the club to submit a revised budget request to go to Senate rather than move forward with the current motion, the committee agreed
- (d) Vote, 0:5:0, motion failed
- 7) Louis moved to increase the request from \$2,500 to \$5,500, Deena seconded
 - (a) Melanie advised the club be careful when revising the request
 - (b) Vote, 5:0:0, motion passed
- 8) Louis moved to recommend the Anthropological Society's request for \$5,500 from NP&A to the ASI Senate, Deena seconded. Vote, 5:0:0, motion passed.

IV) Discussion Items – Reopened

- A) Presentation – American Planning Student Association (APSA) for \$5,500 from NP&A
 - 1) APSA Vice President, Mio Mendez, gave an overview of the club's purpose, goals, and benefits. He included information about the strength of their networking and alumni interaction especially focusing on their collaborative relationship with the American Planning Association (APA). Mio went through information about the conference, benefits for the members who attend, and the different opportunities that will be available to them after attending this conference. APSA President Pro-Tempore, Bryan Bulaya, went through the budget breakdown including the amount of students attending, dates, registration, transportation – flight and car rental, housing while attending, food costs, and other sources of income they have received from faculty, alumni, and individual contribution.
 - 2) No questions.
- B) Collegiate Entrepreneurs' Organization (CEO) for \$1,500 from NP&A
 - 1) CEO Vice President, Farah Haddad, gave an overview of the goals and mission statement of their club which has just come to Cal Poly's campus is this quarter. CEO Treasurer, Benjamin Chang, gave a breakdown of the costs for their event Bronco Arena including food, advertisements, and prizes. Farah then gave further details about the event and the purpose of the event. She also shared information about a speaker that will be coming to the campus on April 30th. She also gave information about the fundraising that they have done thus far. Benjamin ended with a breakdown of the budget totals for both events.
 - 2) Melanie moved to suspend Robert's Rules to move CEO from a discussion item to an action item, Taylor seconded
 - (a) Jami raised the question of requesting funding for fundraising expense (line item 10)
 - (b) Ivonne shared that she has seen many budgets include fundraising expenses and isn't aware of any stipulations preventing that in the Financial Guidelines and Stipulations
 - (c) Vote, 5:0:0, motion passed

Collegiate Entrepreneurs' Organization as an action item based on previous motion

- 3) Louis moved to approve CEO's budget request for \$1,500 from NP&A, Deena seconded
 - (a) Farah reviewed the costs for each event again, \$600 for Bronco Arena, \$800 for Spirit Hood Event, \$100 for fundraising
 - (b) Vote, 5:0:0, motion passed

- C) Presentation - Undergraduate Missiles and Ballistics and Rocketry Association (UMBRA) for \$5,280 from NP&A
- 1) UMBRA President, Hayk Azatyan, gave an overview of the conference that UMBRA members will be attending this year and the competition that they plan on competing in to build a rocket with a robotic arm. He included information about the progress of Cal Poly's contribution to the competition. He then gave a breakdown of all the costs associated with 11 UMBRA member attending the conference including registration, travel, hotel costs, and the breakdown of which expenses will be covered by the Aerospace Engineering department
 - 2) Question and answer session took place including:
 - (a) Clarification of what expenses will be covered by Aerospace department – hotel and some flight costs
 - (b) Dates of conference – April 7th – 12th
 - 3) Louis moved to suspend Robert's Rules and move UMBRA's request for \$5,280 from NP&A from a discussion item to an action item, Deena seconded, vote 5:0:0, motion passed.

UMBRA as an action item based on previous motion

- 4) Louis moved to recommend UMBRA's request for \$5,280 from NP&A to the ASI Senate, Taylor seconded. Vote, 5:0:0, motion passed.

V) Information Item

- A) No information items.

VI) Adjournment

- A) Meeting was adjourned at 4:17pm
- B) Next Finance Committee Meeting: March 13th, 2015, 3:00-5:00pm, BSC, 2nd floor, Perseus