



## ASI Finance Committee Minutes

2015-16; 4 Friday, November 20, 2015, 1:00pm-3:00pm, 2<sup>nd</sup> Floor, BSC Orion C Meeting Room

### I. Preliminaries

- A. Call to Order at 1:02pm
- B. Quorum Check:

Chonlawan Khaothiemsang, Treasurer-Chair

#### *Voting members:*

- Joshua Ebner, Senator Pro-Tempore, Vice Chair **Excused Tardy**
- Julian Herrera, President **Excused Absence**
- Diana Ascencio, Vice President
- Leslie Simoni, CCHM Senator
- Aden Tessman, Senator-at-Large (Greek)
- Brandon Whalen, ENV Senator

#### *Advisors:*

- Jami Grosser, University Advisor
- Ivonne M. Cabezas, ASI Accounting Analyst **Excused Absence**
- Powell Velasco, Designee

#### *Non-voting Liaison:*

- David Lee, Attorney General

- C. Approval of Minutes
  - 1) Aden moved to approve the minutes from November 6, 2015. Leslie seconded. Vote, 4:0:0, motion passed.
- D. Agenda Changes
  - 1) Changed Request Amount for Discussion Item A:
    - (a) American Society of Heating, Refrigerating, and Air-Conditioning Engineering (ASHRAE) - \$2,222 from NP&A
  - 2) Aden moved to approve the Agenda as amended. Leslie seconded. Vote, 4:0:0, motion passed.
- E. Introduction of Guests
  - 1) Saba Salekfard, AIAS, Vice President
  - 2) Parker Ammann, AIAS, Treasurer
  - 3) Steven Urosevil, ASHRAE, VP/Treasurer
  - 4) Adam Reyes, ASHRAE, President
- F. Reports
  - 1) Chair/Treasurer – Chonlawan Khaothiemsang
    - (a) E-Board still looking into the Student Opportunities Initiative
    - (b) Clarified questions that have been brought up to her about the Tax I.D. request
- G. Open Forum
  - 1) There were no speakers

### II. Action Item

- A) There were no Action Items

### III. Information Item

- A) There were no Information Items

### IV. Discussion Item

- A) American Society of Heating, Refrigerating, and Air-Conditioning Engineering (ASHRAE) - \$2,222 from NP&A
- 1) Adam Reyes briefly shared the history of ASHRAE, and discussed that the ASHRAE Conference will be taking place from January 23<sup>rd</sup> -27<sup>th</sup> in Orlando, Florida. Their club will only be attending the conference from January 23<sup>rd</sup> through the 24<sup>th</sup>. This conference will be holding many different workshops that are usually held yearlong but roughly cost \$400 for each workshop. The cost for the workshops at this conference will only be \$25. The conference will take place at the Orlando Hilton Convention Center. Steven Urosevil discussed the purpose of the ASHRAE Conference, and the benefits it will have for Cal Poly Pomona.
  - 2) Adam gave a breakdown of the costs:
    - (a) \$1,624 for Airfare costs for 4 members
    - (b) One hotel room for two nights at a cost of \$598 for two nights
    - (c) Food expense will be \$216
    - (d) Registration fees will be \$316
    - (e) The amount requested from ASI is \$2,222
  - 3) Aden moved to suspend Robert's Rules and move Discussion Item A- American Society of Heating, Refrigerating, and Air-Conditioning Engineering to Action Item A, Leslie seconded.
    - (a) Diana asked if there was a reason why there club had not presented to the Finance Committee sooner – Adam responded that he was not aware of this grant, and applied for another grant where he encountered a time constraint. He then compiled all the information necessary to present to the Finance Committee as soon as possible.
  - 4) Vote, 4:0:0, motion passed.

*American Society of Heating, Refrigerating, and Air-Conditioning Engineering (ASHRAE) - \$2,222 from NP&A as **Action Item A***

- 1) Diana moved to approve American Society of Heating, Refrigerating, and Air-Conditioning Engineering for \$2,222 from NP&A, Aden seconded. Vote, 4:0:0, motion passes.
- B) American Institute of Architecture Students (AIAS) - \$2,500 NP&A
- 1) Saba Salekfard shared a brief history of the American Institute of Architecture Students (AIAS). Parker Amman informed the committee that they will be attending the National AIAS Conference called Forum. The conference will be held in San Francisco, California the proximity of the location allows for more students to attend. This year the conference will be focusing on bandwidth in terms of communication. The conference is a 4 day event where students will get the opportunity to attend workshops, listen to speakers, prepare their portfolio, and partake in various events.
  - 2) Parker gave a breakdown of the costs for 20 members that will be attending :
    - (a) Registration costs \$1,750
    - (b) Gas for 4 vehicles \$1,200
    - (c) Hotel expense \$3,340
  - 3) Chonlawan asked the club to resubmit there budget request as there were some errors in the description (ex.: description read 7 nights and they were only attending 4 nights) that need to be corrected

- 4) Chonlawan said that for the record AIAS initially wanted to request \$5,500 and they wanted to attend the November 6<sup>th</sup> meeting and hope to be recommended to Senate but they did not complete all paper work on time and they were limited to \$2,500
- 5) Diana moved to suspend Robert's Rules and move Discussion Item B- American Institute of Architecture Students Action Item B, Joshua seconded. Vote, 5:0:0, motion passed.

*American Institute of Architecture Students (AIAS) - \$2,500 from NP&A as **Action Item B***

- 1) Joshua moved to approve American Institute of Architecture Students (AIAS) - \$2,500 from NP&A, Brandon seconded. Vote, 5:0:0, motion passed.

## **V. Adjournment**

- A) Next Finance Committee Meeting: January 14<sup>th</sup> further details still pending.
  - 1) Senators that will serve on the Finance Committee for Winter Quarter will be elected at the Senate Meeting December 3, 2015.
- B) Meeting was adjourned at 1:30pm