



ASI Finance Committee Minutes

2016-17; 11 Friday, April 28, 2017, 3:00pm-4:00pm, BSC, 1st Floor, Senate Chambers

I. Preliminaries

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

Karen Tu, Treasurer, Chair

Voting members:

- Carlos Gomez, Senator Pro-Tempore, Vice Chair **Absent**
- Uriah Sanders, President
- Gabriel Smith, Vice President
- Kayla Barbosa, Senator-at-Large (SIC)
- Karen Romero, Senator-at-Large (MCC) **Excused Absence**
- Gabi Sedano, CEIS Senator

Advisors:

- Carol Lee, ASI Financial Services Director
- Jami Grosser, Senior Coordinator, ASI Advisor

Non-voting Liaison:

- Brandon Whalen, Attorney General

- C. Approval of Minutes
 - 1) There were no minutes to approve
- D. Agenda Changes
 - 1) Kayla moved to add Action Item A. Gamers Union for the amount of \$2,399 from NP&A, Gabriel seconded. Vote, 3:1:0, motion passed.
 - 2) Kayla moved to approve the agenda as amended, Uriah seconded. Vote, 4:0:0, motion passed.
- E. Introduction of Guests
 - 1) There were no guests
- F. Reports
 - 1) Brandon Whalen – shared he reviewed he Facilities Use Manual and provided further information on reservation club fees
- G. Open Forum
 - 1) There were no speakers

II. Action Item

- A) Gamer's Union - \$2,399 NP&A
 - 1) Uriah moved to approve Gamer's Union request of \$2,399 from NP&A, Gabriel seconded.
 - a. Karen suggested that if members were not present during any of the meetings where this item was discussed the members should abstain from voting.
 - b. Vote, 2:1:1, motion passed.

III. Discussion Item

- A) 2017-18 ASI Financial Guidelines & Stipulations
 - 1) Karen reviewed the following amendments made to the Financial Guidelines & Stipulations

- a. The following was added in the introduction *refer to the Smart Spending, Manual visit the ASI Financial Services website, and*
- b. Under General Guidelines Section 1 e) the following was added *the amount is not paid in cash*
- c. Under General Guidelines Section 1 j) *ASI Government* would be changes to *ASI Student Leaders*
- d. Under General Guidelines Section 3 *prior to travel being done* was struck out and replaced with *in accordance with the ASI Travel Policy*
- e. Under General Guidelines Section 4 *no later than ten (10) days after return from travel* was struck out and replaced with *in accordance with the ASI Travel Policy*
- f. Under Councils, Diversity Groups, and ASI Annually Budgeted Groups Section 10 *ASI Financial Services* was struck out and replaced with *The ASI Treasurer, in consultation with the ASI Director of Financial Services,*
- g. Under Councils, Diversity Groups, and ASI Annually Budgeted Groups Section 11 *August* was replaced with *September*
- h. Under Councils, Diversity Groups, and ASI Annually Budgeted Groups Section 13 *with the ASI Treasurer* was struck out and replaced with *to initially prepare the preliminary balanced budget* in addition *ASI Treasurer* was struck out and replaced with *ASI Financial Services.*
- i. Under Council Guidelines Section 18 *the last Friday of January* was replaced with *first Friday of December*
 - i. The committee discussed whether or not this deadline change would be appropriate
 - ii. Overall the committee was in consensus with this suggested amendment
- j. Under Council Guidelines Section 25 *from Councils* was added and *Non compliance with this guideline may also result in the suspension of the club's ASI account for the remainder of the fiscal year* was struck out
- k. Under Council Guidelines Section 26 was added to read as follows *Clubs and organizations that have been inactive for two (2) consecutive years will have their carryover repossesses and transferred to the following accounts: New Programs and Augmentation (65% of funds), ASI Prior Years III (15% of funds), ASI Prior Years II (10% of funds), and the Green Initiative Fund (10% of funds).*
- l. Under Mid-Year Budget Request Section 27 the following was added *in accordance with the guidelines in the ASI Reserves policy*
 - i. Section 27 a) was revised to read *Failure to present to the ASI Finance Committee and/or the ASI Senate shall result in dismissal of the club's request*
- m. Under Mid-Year Budget Request Section 28 the following wording was added
 - i. *ASI Financial Services, and consult with the*
 - ii. *as needed*
 - iii. *from New Programs and Augmentations (NP&A)*
 - iv. *including,, but not limited to generating a minimum of 20% of alternative funding*
- n. Under Mid-Year Budget Request Section 29 the following was added *from NP&A* in addition *during the following Fall quarter* was struck out and replaced with *once the group's annual budget is approved. These requests shall be processed*

IV. Information Item

- A) No Information Items

V. Adjournment

- A) Next Finance Committee Meeting: Friday, May 5, 2017, 3:00-5:00PM, BSC, 1st Floor, Senate Chambers
- B) Meeting was adjourned at 4:02pm