



## ASI Finance Committee Minutes

2017-18; 2 Friday, October 20, 2017, 10:00am-11:50am, BSC, 2<sup>nd</sup> Floor, Centaurus

### I. Preliminaries

- A. Call to Order at 10:07am
- B. Quorum Check:

Kellie Pinedo, Treasurer, Chair

#### *Voting members:*

- Catherine Kavianian, Senator Pro-Tempore, Vice Chair
- Farris Hamza, President
- Carlos Gomez, Vice President
- Elizabeth Marquez, Senator-at-Large (MCC) **Excused Absence**
- Courtney Yu, Business Senator
- Pasindu Senaratne, Senator-at-Large (IHC) **Unexcused Tardy**

#### *Advisors:*

- Jami Grosser, Senior Coordinator, ASI Advisor
- Marion Haberkorn, Designee for ASI Financial Services Director

#### *Non-voting Liaison:*

- Joshua Ebner, Attorney General

- C. Approval of Minutes
  - 1) Farris moved to approve the minutes from October 6, 2017, Carlos seconded. Vote, 4:0:0, motion passed.
- D. Agenda Changes
  - 1) There were no agenda changes
- E. Introduction of Guests
  - 1) Marion Haberkorn, ASI Financial Services , Associate Director of Disbursement Management
- F. Reports
  - 1) Carlos Gomez, Vice President
    - i. Provided an update that at Senate they received a request for \$10,000 to fund the mobile food pantry. At a later time he will be providing more information regarding what account this funding would come from.
- G. Open Forum
  - 1) There were no speakers

### II. Action Item

- A) There were no action items

### III. Discussion Item

- A) There were no discussion items

### IV. Information Item

- A) ASI Reserves Policy
  - 1) Kellie read and reviewed the ASI Reserves Policy.
    - i. She noted that Reserve IV New Programs and Augmentations (NP&A) is the one that they will be using in Finance the most. This is the reserve they will be using to fund clubs who bring mid-year budget request to their committee. She noted that

currently this reserve has \$350,000. Finance can allocate up to \$2,500 and they can recommend a request of up to \$5,500 to Senate.

ii. Kellie continued to read and review the remaining reserves.

B) Deadline for Councils to Submit Club Budgets & Budget Transfer Forms (70%)

- 1) Kellie informed the committee that the deadline for councils to submit their Budget Transfer Form is December 1st. She noted they need to allocate money to their clubs, and submit a form to Financial Services detailing how much they are allocating to each club. She added this is only the 70% allocation once they fundraise the other 20% then they will then get the remaining 30% of their allocation in the spring.

**H. Adjournment**

A) Next Finance Committee Meeting: Friday, November 3, 2017, 10:00am-11:50pm, BSC, Centaurus

B) Meeting was adjourned at 10:31am