



ASI Finance Committee Minutes

2017-18:9 Friday, March 9, 2018, 8:30am-10:30 AM, BSC, 2nd Floor, England Evans

I. Preliminaries

- A. Call to Order at 8:40 am
- B. Quorum Check:

Kellie Pinedo, Treasurer, Chair

Voting members:

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

Advisors:

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

Non-voting Liaison:

- Joshua Ebner, Attorney General

C. Approval of Minutes

- 1) There were no minutes

D. Agenda Changes

- 1) Kellie recommended amending Action Item 3. to Secretary of Sustainability, \$5,500, T.G.I.F.
- 2) Kellie recommended removing Action Item B. Financial Guidelines & Stipulations
- 3) The agenda amendments were approved

E. Introduction of Guests

- 1) Kyle Burdeshaw, Cal Pomona Game Design and Development Club, President
- 2) Trinidad Maya, Cal Pomona Game Design and Development Club, Treasurer
- 3) Beverly Cotter, Psi Chi – International Honor Society of Psychology, Class Council Advisor
- 4) Garland J. Dyer, Psi Chi – International Honor Society of Psychology, Fundraising Chair
- 5) Julia Lozano Ceja, Psi Chi – International Honor Society of Psychology, Community Service Chair
- 6) Sergio Hermano, Psi Chi – International Honor Society of Psychology, President
- 7) Kevin La, American Planning Student Association, Treasurer
- 8) Baltazar Barros, American Planning Student Association, President
- 9) Jaclyn Garcia, Graduate Planning Student Association, President
- 10) Bryan Shiang, Graduate Planning Student Association
- 11) Martha Rosario, ASI, Secretary of Sustainability

F. Reports

- 1) There were no reports

G. Open Forum

- 1) There were no speakers

II. Action Item

- A) Mid-Year Budget Request:
 - i. Touzan Taiko Japanese Student Association, \$4,430 NP&A

- a. Kellie shared that she has not received the requested update on marketing quotes from the club. She explained that the committee requested the club get quotes from more than one marketing vendor because they felt the quote presented in the last meeting was too high.
 - b. Elizabeth asked if the committee can approve the budget but at a reduced rate.
 - i. Carol shared that the committee can reduce the total rate of the approved budget, but not a line item specifically.
 - c. Carlos moved to approve the Mid-Year Budget Request of Touzan Taiko Japanese Student Association with an amended amount of \$4,000 from NP&A, Catherine seconded. Vote, 4:0:0, motion passed.
- ii. Black Student Union, \$5,500 NP&A
- a. Carlos shared that the event listed under the Mid-Year Budget Request goes against the ASI Financial Guidelines and Stipulations. He continued that the committee will not be able to approve the budget request.
 - b. Carlos moved to dismiss the Mid-Year Budget Request from Black Student Union, Elizabeth seconded. Vote, 5:0:0, motion passed.
 - c. Josh asked the committee if the club has been notified.
 - i. Elizabeth shared that she will connect with the Black Student Union and suggest the club request funds from the Multi-Cultural Council.
- iii. Secretary of Sustainability, \$5,500, T.G.I.F.
- a. Carlos asked Martha to share information on the budget changes since the last Finance Committee Meeting.
 - i. Martha shared that the budget request from T.G.I.F is now specifically dedicated to programming for Earth Week. She added that in the last meeting she had requested the fund also be used to support marketing, but has since found another option to fund marketing.
 - b. Carlos asked Martha to prioritize the funding needs for Earth Week.
 - i. Martha noted that she would prioritize the needs in the following manner: marketing and food, and then programming. She added that food and marketing are the reasons students attend the event.
 - c. Carlos shared his dissatisfaction with the budget. He added the existing request is not a cohesive budget.
 - d. Carlos moved to approve the budget of \$5,500, the motion was not seconded. Motion failed.
 - e. Elizabeth asked if Martha would request quotes from additional vendors for the Aguas Frescas.
 - i. Martha shared that she is not set on Aguas Frescas but is hoping to provide food at events every day.
 - ii. Catherine shared that providing food every day is excessive and is not necessary. She encouraged Martha to cut the food budget.
 - f. Kellie shared that if this item goes to Senate Martha needs to finalize everything included in the budget. She added that she should not have suggestions for what the event can do, but rather finalized plans.
 - g. Carlos shared that he would rather the T.G.I.F. be dedicated to outreach and education on sustainably topics rather than the type of programming being suggested. He added providing food at one event during the week is enough.

- h. Carlos suggested the committee approve \$2,500 from the T.G.I.F for marketing and then request Martha present to the committee with restructured programming proposal.
- i. Jamie stated it would be really challenging for Martha to plan an event without knowing the budget she will have. She shared a weeklong event for \$5,500 is cheap.
- j. Elizabeth moved to approve the budget as is for \$5,500, Catherine seconded.
 - i. Discussion was held
 - 1. Catherine expressed interest in the Sustainability Committee better preparing for Senate with more cohesive budget.
 - ii. Vote, 5:0:0, motion passed.
- iv. CPP Game Design and Development, \$4,516 NP&A
 - a. Rachel moved to approve the Mid-Year Budget Request of CPP Game Design and Development, Elizabeth seconded. Vote, 5:0:1, motion passed.
- v. American Planning Student Association, \$5,500 NP&A
 - a. Carlos moved to approve the Mid-Year Budget Request of American Planning Student Association, Elizabeth seconded. Vote, 5:0:1, motion passed.
- vi. Graduate Planning Association, \$5,500 NP&A
 - a. Elizabeth moved to approve the Mid-Year Budget Request of Graduate Planning Association, Catherine seconded. Vote, 5:0:1, motion passed.
- vii. PSI CHI, \$5,458 NP&A
 - a. Elizabeth moved to approve the Mid-Year Budget Request of PSI CHI, Rachel seconded.
 - b. Discussion was held
 - i. Farris shared student funds should not be allocated to purchase faculty meals.
 - ii. Catherine shared that the club did share that they were searching for other ways to fund the faculty meals at this event.
 - iii. Elizabeth shared that there is value for the faculty to attend the dinner and providing the meal gives them incentive to go.
 - c. Farris moved to amend the total request to \$4,749 by removing the \$709 associated with the faculty dinner not directly used for students, Carlos seconded.
 - d. Discussion was held
 - i. Josh added that although he does not vote, he felt the club should be allowed to defend themselves. He added that the event is called a “faculty dinner” and because of that they should be able to explain the reasoning for this type of event. He added that Finance Committee can approve the budget request as is and inform the club of the committees concerns before the request goes to Senate.
 - ii. Elizabeth suggested the funds not be removed from the budget.
 - iii. Vote, 0:6:0, motion failed.
 - e. Carlos moved to approve the Mid-Year Budget Request of PSI CHI, Elizabeth seconded. Vote, 6:0:0, motion passed.

III. Discussion Item

A) Mid-Year Budget Request:

- i. CPP Game Design and Development, \$4,516 NP&A
 - a. Kyle and Trinidad presented on behalf of the CPP Game Design and Development Club.

- b. Kyle added that the CPP Game Design and Development Club is a club of 55 members and is the only resource on campus for students to learn and practice skills for game design and development. He continued that the request funds are to support the clubs second annual game design summit planned for April 28th, 8:00 AM to 10:00 PM.
 - i. He added that one of the largest costs associated with this event is providing food for attendees at this all day event. He added that the club expects around 200 attendees.
 - ii. He added that the remainder of the funds are for other programmatic activities. He shared the list of speakers who are professionals in the game design and development field.
 - c. Kellie thanked the club for presenting to the Finance Committee.
- ii. American Planning Student Association, \$5,500 NP&A
 - a. Baltazar and Kevin presented on behalf of the American Planning Student Association.
 - b. Kevin shared that the requested funds are to support the clubs trip to American Planning Association (APA) National Planning Conference in New Orleans.
 - c. Baltazar shared the conference provides exposure for new practices and technologies in the planning field and is also uniquely situated in New Orleans, which provides a backdrop for many successes and fails in urban planning.
 - d. Baltazar shared that the funds will support 17 students to attend the conference.
 - i. Kevin shared the breakdown of costs per student with the air fare, registration, and accommodation. He added that the flights and accommodations are estimates because he is waiting on some member responses, but he shared cost estimates based on the reservations already made.
 - e. Courtney asked how the club intends to get around New Orleans.
 - i. Baltazar shared that they are within walking distance from the conference. He added that they will either walk, use public transportation, or take Uber.
 - f. Kellie thanked the club for presenting.
- iii. Graduate Planning Association, \$5,500 NP&A
 - a. Jaclyn and Bryan presented on behalf of the Graduate Planning Association.
 - b. Jaclyn shared that the club has the highest rate of membership in recorded history of the club.
 - c. Bryan shared that the funds will be used to fund the clubs trip to the APA Conference in New Orleans. He added that the club will learn about planning post-natural disasters, as well as about the rich culture of the community in New Orleans.
 - d. Jaclyn shared the club has eight members registered for the conference. She added that with all costs included the conference is around \$1,000 per student. She added that with contribution of funds from this committee the price per student is subsidized to \$856 and an out of pocket cost to each students of \$180.
 - e. Carol asked the club to explain the expense line 8 that dedicates \$15 to \$20 per student for transportation costs each day.
 - i. Jaclyn added that this provides the opportunity to provide students will some funds for either parking their car at the airport or premium rates for using ride share apps from the airport to their accommodations. She shared that the

- club members may not use this in full, but she hoped to provide this as an option in the event the transportation costs are significant to the students.
- f. Carlos asked the club if the lodging is through a hotel or an Airbnb.
 - i. Jaclyn shared that the club will be staying in Airbnb's.
 - g. Kellie thanked the club for presenting.
- iv. PSI CHI, \$5,458 NP&A
- a. Sergio, Beverly, Garland, and Julia presented on behalf of PSI CHI.
 - b. Sergio explained the budget request is to fund the club attendance to the Western Psychological Association (WPA).
 - c. Beverley shared that many students are presenting their research at this conference and their hope is to inspire those students who are not presenting to present the following year.
 - d. Sergio shared that the funds will be dedicated to fund conference registration and hotel accommodations for 36 students. He added that they also plan to host a special WPA Faculty dinner for 45 faculty and students.
 - e. Sergio shared that the students are required to fund their own air travel.
 - f. Garland added that 36 students are attending and 16 of those students are presenting their research, nine of them are presenting for a second time. He shared that seven students are first authors on this particular research.
 - g. Carlos shared that the rate for the faculty dinner exceeds the rate ASI can fund for a meal.
 - i. Carol shared that the maximum ASI can fund is \$27.00. She continued that the budget request includes that all students will contribute the remainder of the costs for their meal. She encouraged the club to include that they have acknowledged the \$27.00 limit in their request to avoid confusion at the Senate Meeting.
 - h. Carlos moved to suspend Robert's Rules to move Discussion Items I through IV. to Action Items, Rachel seconded. Vote, 6:0:0, motion passed.

IV. Information Item

- A) Spring Schedule
 - a. Kellie shared information on the meeting schedule for next quarter.

V. Adjournment

- A) Next Finance Committee Meeting: Friday, April 13th, 2018, 8:30am-10:30am, BSC, 2nd Floor, Centaurus
- B) Meeting was adjourned at 10:16 AM