**Finance Committee Meeting Minutes for Friday, March 15th, 2013**

1. **CALL TO ORDER:** VP **Pinlac** calls the meeting to order at 10:00am.
2. **ROLL CALL:**

Member Present Absent Members Guests

Erik Pinlac Ashley Griffin Randy Saffold

Gary Simon Manalang Gerelnyam Tuguldur Stan Hebert

Bohdan Stryuk Thamer Altharthal Corey Gazay

John Erlandson Rebecca Harper

 A’Naja Bass

 Seetha Ream-Rao

 Michelle C. Xiong

 Pablo J. Benavente

 Jerry Chang

1. **ACTION ITEM -** Approval of the Agenda

**Motion: (Stryuk) to approve the agenda.**

**Motion Carries.**

1. **ACTION ITEM-** Approval of the Minutes of **Friday, March 8, 2013.**

**Motion: (Stryuk) to approve the minutes of Friday, March 8, 2013.**

**Motion Carries.**

1. **PUBLIC COMMENT**

Public Comment is intended as a time for any member of the public to address the finance committee on any issues affecting ASI and/or the California State University, East Bay.

No Public Comment.

1. **DISCUSSION ITEM-** ASI Department Budget Presentation, Part II

VP **Pinlac** highlights the following in regards to the Government budget:

* CSSA transportation total of $8,500.
* Lobby Corp budget is similar to last year’s budget.
* Fall retreat and lodging
* CHESS conference
* No out of state travel for the board of directors.
* Communications include cellphone for Administrative Executive Assistant, President, Executive Vice President and Vice President of Finance.
* No equipment under or over $5,000.
* Scholarships are to be cut this year and transform into something else.
* Mr. and Ms. CSUEB stipends are $200/month for 12 months as oppose to a full ride scholarship.
* Club funding was increased by $10,000 for the year to include club sports.
* Included University wide committee stipends as he plans to form a committee to recruit students to join and increase participation on these committees.

President **Chang** states Administration and Academic Senate have the idea to follow the model set by the Board of Trustees; appointments will be 2 years and 2 students per committees.

VP **Pinlac** yields the floor to ED **Saffold** where he highlights the following:

* Proposing to build a programs council, next year to unite all programing within ASI.
* The council will be the chairs and head of the University Union Committee, RAW Committee, and Diversity Center.
* Money has been taken out form the ASI Presents, Diversity Center, Concord campus and the Boards budget to help allocate this council.
* ASI Presents salaries are a total of $65,490 with benefits of $11,900.
* ASI Presents travel has been reduced to a maximum of 4 people for conferences.
* Communication includes cellphone for Diversity Center manager.
* Upgrades in sound system for small events.
* Concerts including Welcome Back, Spring Fest, Bay Fest, Live at Noon, Coffee house series, and comedy shows are a grand total $240,250.
* The committee further discusses the program council structure, format and responsibilities.

President **Chang** states to re-evaluate the budget for the program council.

ED **Saffold** continues to highlight the following:

* Concord budget appears in programs and includes proposals of movie nights and speaker series.
* Concord budget went from $25,000 to $5,000.
* Diversity Center Director salary has been spread over the Diversity Center and Presents.
* No communication provided to any Diversity Center staff.
* No equipment over $5,000 for the Diversity Center.

VP **Pinlac** yields the floor to **Harper** where she highlights the following:

* Salary of fulltime staff
* Video surveillance
* Increase in uniforms to increase professionalism of the staff.
* Contracts and services include music, and finding an alternative television service as Comcast has switched to Digital feed which the RAW is not equipped with.
* Change digital lock from the lockers as there have been technical issues and theft.
* Miscellaneous budget used as incentives.
* No travel and communication for RAW administration.
* Academic and non-academic employee salaries.

**Gazay** highlights the following:

* Two assistant coordinators salaries.
* Intermural sports supervisors and two sets of referee officials.
* Supplies and services include sports equipment.
* Special events include intermural championship shirts and promotional giveaways.
* Contracts with the stadium and Kinesiology gymnasium for Intermural sports.
* Food for staff once a quarter.
* Travel budget for an in state tournament for him and one other person to learn how big schools host a huge intermural tournament.
* Game zone salaries have increased.
* Game zone supplies include buying the newest video games once a year and game controllers.
* Special events for game zone include video game and billiards tournaments, food, and promotional giveaways for tournament winners.
* No travel budget.
* Looking into purchasing one new game console as they currently have 2 Xbox’s, and one PlayStation.
* Three quotes for replacing all three billiards table, as current table are falling apart.
* Sweat towels budget went from $5,000 to $3,600, laundry detergent over budget.

**Bass** highlights the following:

* Combined the ACE position for fitness and fitness classes.
* In the fall RAW will be having personal training program, with 4 student personal trainers.
* Working with the Kinesiology department to determine what students are interested in the positions.
* Students will be trained one week in the summer before fall quarter begins.
* Later on the budget it will show how students will be certified. It will be cost effective as they are students and not professionals.
* Reallocated the supplies budget as it was over budgeted.
* Re-licensing the software in the equipment room, $200/year.
* Purchase uniforms for the personal trainers.
* ACE will provide certification for $399 per certification.
* Three different levels for Personal Training Program include student, staff/faculty and Community members.
* Small group training ranges from $20-$30, Individual training $20 for students, $30 for faculty/staff, and $45 for community members per session.
* Travel budget include conference fee in UCLA for her and one student.
1. **ROUNDTABLE REMARKS**

No roundtable remarks.

1. **ADJOURNMENT**

**Meeting adjourned at 11:58 AM.**

Minutes Reviewed by:

**VP of Finance**

**Name: Erik Pinlac**

Minutes approved on:

**4/12/13**

**Date:**