

Finance Committee Special Meeting Minutes of November 15, 2013

- I. CALL TO ORDER: VP **Alhathal** calls meeting to order at **1:20 PM.**
- II. ROLL CALL
- | <u>Members Present</u> | <u>Absent Members</u> | <u>Guests</u> |
|------------------------|-----------------------|---|
| Thamer Alhathal | Stan Hebert | Randy Saffold |
| Edward Andreini | Erik Pinlac | Edward Serafino for Marguerite Hinrichs |
| Ryland Babcock | | |
- III. ACTION ITEM - **Approval of the Agenda**
Motion: (Andreini) to approve the Agenda.
No vote was taken
- IV. ACTION ITEM – Approval of **May 3, 2013 Minutes**
Motion: (Babcock) to approve the May 3, 2013 Minutes
No vote was taken
- V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**
No Public Comment.
- VI. INFORMATION ITEM: **Overview on Robert’s Rules**
VP **Alhathal** yields the floor to ED **Saffold** and he addresses the following:
- Robert’s Rules can be simple to work with but it can also be a little complicated.
 - The core thing that they need to understand about Robert’s Rules is that it’s a meeting protocol.
 - 90% of what they’re going to do is: who’s doing the first, who’s doing the second.
 - They very rarely deal with privileged motions.
 - They can table a motion if they feel as if the discussion is going on for too long.
 - They can call to question an item/motion to previous question, to force an immediate vote.
 - They can motion to refer topics to a different committee within ASI.
 - Explains friendly amendments and modifying.
 - After they make a motion, the chair is supposed to call for discussion, if no discussion then chair can call to a vote. If there is a discussion then a discussion takes place. If there were any abstentions in the vote, the chair doesn’t have to say who abstained.

07:42


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VII. ACTION ITEM- **Appointment of Vice Chair**

VP **Alhathal** addresses the following:

- He would like to appoint Edward to be the vice chair.

Motion: (Babcock) to appoint Edward as the vice chair.

Motion Carries.

09:11

VII. DISCUSSION ITEM - **Identify issues with the funding process, Thamer**

VP **Alhathal** addresses the following:

- The first discussion is about the Pep Band.
 - The issue is that they don't fund bands getting equipment.
 - Last year they allowed sport clubs to lease equipment that they couldn't keep but the issue with this is who can police this.
 - ED **Saffold** states that equipment is an allowable item for clubs to buy but the limit is too low; it's set for \$200. Regular clubs and orgs wouldn't need more than \$200 worth of equipment but a club sport would potentially need more than \$200 worth of equipment. Last year, they allowed the club sports to treat coaches like speakers. Last year, they changed the policy to include speakers/coaches. ED **Saffold** further states that this is a similar situation where they need to make some type of exception on club sports being able to purchase more equipment than regular clubs and orgs. They're not changing the policy on what clubs and orgs can spend on equipment. They're adding an addendum that states that club sports, as identified through Student Life, are able to access more money for equipment in the amount of ____ and this is the discussion, what parameters are they going to put around what they can do? They're trying to distinguish what seems fair, and they wanted to make sure at least one student rep from student life was in the room to have this discussion.
 - VP **Alhathal** states that he was thinking that these club sports can be allowed to use the rental money and the flex fund which will allow them to have \$850. ED **Saffold** states that his understanding is that Student Life will police the equipment that these clubs use.
 - The committee discusses what may be equipment for a cheer band which could be uniforms but ASI doesn't fund for uniforms. ED **Saffold** states that they may want to broaden the category to include uniforms and equipment. There's a clothing allowance but he isn't sure if this would meet the club's needs. ED **Saffold** further states that this would be something they can discuss. Also, they could potentially allow these clubs to use the clothing allowance, the flex, and the rental which would give them a total of \$1,050 that they could spend on equipment/uniforms.
 - The committee discusses that the other issue with these clubs is whether they

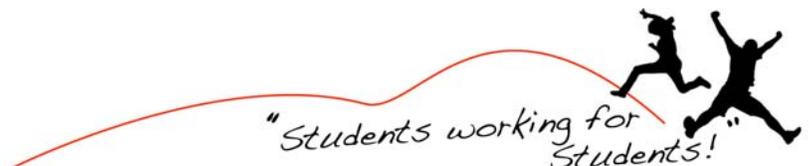

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- have to rent equipment or would they eventually be able to buy it.
- The committee discusses that buying pieces could allow the clubs to use that equipment for a prolonged period of time. ED **Saffold** mentions that Pep Band is unique because they have a storage space for their equipment. ED **Saffold** also mentions that they should get Student Life's opinion on buying vs. renting.
 - **Babock** suggests they talk with the actual clubs and orgs that need this money so they can get a better understanding of the needs of these clubs.
 - ED **Saffold** mentions that this committee's decision isn't final; the Board can actually overrule them. Also, understanding that there may be an extenuating circumstance, they can build this into the policy. ED **Saffold** further states that he doesn't suggest they break their policy.
 - The committee discusses giving the band money for the next school year and how this is breaking the policy that's already in place. The committee discusses when the bands are more active and may need more equipment allowance and adding this into the policy stating that during this quarter they're eligible for this amount and during another quarter they may be eligible for a lesser or greater amount.
 - The committee discusses building the flexibility around the clubs so they won't have to break their own rules.
 - The committee discuss that the Pep Band is asking for \$1,100 to use towards equipment for this quarter
 - The committee discusses changing the policy to allow the club sports to use several items on the funding form for equipment purposes. ED **Saffold** suggests that they also add in their policy that during the first two years of startup, these club sports are eligible to spend their entire allotment on equipment one quarter of the year. ED **Saffold** further states that he would even add that these club sports would have to submit a plan with Student Life and Leadership as to how this equipment will be secured and inventoried. They'd have to submit this plan before they get funding.
 - The committee discusses bringing these club sports in to the next meeting and discussing the proposed policy with them to see if it would actually work for them.

30:59

VIII. ROUND TABLE REMARKS

No Roundtable Remarks.



IX. ADJOURNMENT
Meeting adjourned at **1:50 PM.**

Minutes Reviewed by:
VP of Finance
Name: ThamerAlhathal

Minutes Approved on:
12/9/13
Date:

