**Finance Committee Meeting Minutes February 2, 2017**

1. CALL TO ORDER at **2:03 PM**
2. ROLL CALL

**Present:** R. Khorasani, J. Coreas, A. Singh, E. Pinlac, M. Hinrichs

**Not Present:** H. Erhahon, M. Castillo, D. Lagasca

**Late:** C. Jeffers, A. Lopez

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

**Motion** to approve the agenda of **February 2nd, 2017** by **A. Singh**, second by **J. Coreas**, motion **PASSED**.

1. ACTION ITEM – **Approval of the Minutes of January 19th, 2017.**

**Motion** to approve the minutes of **January 19th, 2017** by **J. Coreas**, second by **A. Singh**, motion **PASSED**.

1. 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.**

**Kevin Rojas** is the treasurer for the Delta Chi fraternity and is requesting funding for the regional leadership conference and will be held in Arizona State University February 24th-25th. They will be renting a van to take 14 members from the 16th-20th. Registration will be $900, the hotel will be over $500, and the van will be $630.

**Jorge Isaac Mora** applied for the student travel scholarship, he submitted his research to the Pacific Sociological association Conference happening in Portland from the 6th-9th of April. He believes it will be a great opportunity for him to present his research and a great opportunity to network with other sociological researchers. There is a detailed travel plan.

**14:20**

1. UNFINISHED ITEMS:
   1. ACTION ITEM – **Marketing Flyers**

The Finance Committee discussed development of marketing materials for ASI Funding processes. R. Khorasani went over the marketing flyers the committee members created. The flyers will be sent out to the marketing department and they will either recreate the flyer with their own thoughts and ideas or make it smaller and simplify the flyers

**Motion** to table the marketing flyers to the next meeting, by **C. Jeffers**, second by **A. Lopez** motion **PASSED**.

* 1. ACTION ITEM – **Finance Committee Club Audit Policy**

The Finance committee took action regarding the club auditing policy. **J. Coreas** would like to know if they still show up to the event if the organization did not respond. **E. Pinlac** reminded the committee that if they are not allowed to enter the event, that will be a violation. In order to fun an event it should be open to the public. **E. Pinlac** suggests some type of random selection in order to choose which events are audited since that way they are not always auditing the same organization at all time.it was suggested to audit every fifth event approved for funding.

**Motion** to approve the **Finance Committee Audit Policy** by **J. Coreas**, second by **C. Jeffers**, motion **PASSED**.

**4-0-1**

**34:47**

* 1. ACTION ITEM – **Student Travel Funding Request for Julius Romel P Fernandez**

The Finance Committee discussed Student Travel Funding Request from the student mentioned above. **Julius Romel P. Fernandez** was requesting funds over the finance committee limit. The fund request is $2,000 which exceeds the limit they have agreed to fund. The board of directors has funded other events that have surpassed the limit and **E. Pinlac, R. Khorasani, M. Hinrichs** are not sure how to go on about helping students request funds if the board itself goes against its own policy and funds events or travels that exceed the limit. Once you approve an event that exceeds the limit, many more requests will come and how will the board have the right to turn down other organizations and events if they approved other member’s organizations.

Motion to table action item of student travel for **Julius Romel P. Fernandez** to the next meeting of **February 7th,** by **J. Coreas,** second by **A. Lopez,** motion **PASSED.**

**44:50**

1. NEW BUSINESS ITEMS:
   1. DISCUSSION ITEM – **Student Travel Funding Request for Linda C Beverly**

The Finance Committee discussed Student Travel Funding Request from the student mentioned above.

**Motion** to table the item indefinitely by **A. Lopez**, second by **A. Singh**, motion **PASSED**.

**47:42**

* 1. DISCUSSION ITEM – **Tabling 101**

The Finance Committee discussed the Do’s and Don’ts of tabling. Do not hand out any giveaway items without having them spin the wheel. Do not table when it is raining, there is a code for the items needed such as the wheel. **R. Khorasani** went over the basics of tabling. If students try to have conversations of the tuition increase try your best to keep calm and do not fuel an argument. **E. Pinlac** reminds them to stand in front of the tables and to table in pairs.

**51:50**

1. REGULAR ITEMS:
   1. DISCUSSION ITEM – **Student Funding Comments & Concerns**

In this section of the meeting, the Committee will hear all comments and concerns that any student may have in regards to ASI Student Funding policies & Procedures.

**No student funding comments or concerns.**

* 1. ACTION ITEM – **Clubs and Organizations Funding Requests**

The Finance Committee took action regarding funding requests made by Student Clubs and Organizations. Some clubs and orgs already passed so they were approved and others were denied due to the fact that they did not submit the paper work to student life. If the clubs and orgs do not follow guidelines the committee will not approve the funding request. **E. Pinlac** suggested **R. Khorasani** to input the mileage in the policy for students to know that they will not be reimbursed for gas but they will be reimbursed for the mileage.

**Motion** to approve pain and chill by naturally me, self-care workshop by APISWA, University of California Catholic conference by the Catholic club, reconciliation conference by the intervarsity Christian fellowship, sigma stroll off, smash brothers, by **J. Coreas**, second by **A. Lopez**, motion **PASSED**.

**1:30:31**

1. ROUND TABLE REMARKS

**My-Lan Huynh:** Would like to know how they’re going to fund the ethnic commencement this year. R. Khorasani has an issue with it because the events are to specific groups. She would like to know how it is going to be funded. R. Khorasani is not willing to exceed the available fund. E. Pinlac also stated that the disc has additional funding. E. Pinlac said that it would be better to start requesting the funds winter quarter so that they don’t run out by next quarter.

**E. Pinlac:** Town hall is next Monday from 12pm-2pm in the Bayview room for the potential increases in tuition and the potential ways to fight it.

**J. Coreas:** Suggests having an event about club fundingto inform students about the funding request and the process.

**1:43:08**

1. ADJOURNMENT at **3:46 PM**

Minutes Reviewed by:

**VP of Finance**

Name: Reza Khorasani

Minutes Approved on:

**2-9-17**

Date: