ASSOCIATED STUDENTS
CAL STATE EAST BAY
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Finance Committee Emergency Meeting Minutes May 9th, 2017

I. CALL TO ORDER at **2:01pm**

II. ROLL CALL

Present: Reza Khorasani, Jahiro Coreas, Alexis Lopez, Erik Pinlac, Carolyn Mckeithen, Nicole Vinnedge, Sam Tran, Deziree Jackson, Melvin Faulks

Not Present: Crystal Jeffers, Ken Belangel, Hendrix Erhahon, Martin Castillo, Marguerite Hinrichs

Late: Doris Lagasca, My-Lan Huynh, Carmen Romero, Grant Frink, Cesar Delgadillo

III. ACTION ITEM **- Approval of the Agenda**
Motion to table ACTION ITEM A to the end of the meeting by **Alexis Lopez**, second by **Jahiro Coreas**, motion **PASSED.**

Motion to approve the agenda of **May 9th 2017,** motion **PASSED.**

IV. ACTION ITEM – **Approval of the Minutes of May 4th, 2017**
Motion to approve the minutes of **May 4th, 2017** by **Alexis Lopez,** second by **Jahiro Coreas,** motion **PASSED.**

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

3:57

VI. NEW BUSINESS ITEMS:

A. ACTION ITEM – **Approval of the ASI Budget**
Erik Pinlac reviewed the budget summary as well as the budget per department. **Erik Pinlac** is requesting a 3.4% higher for salaries, and would like to hire a marketing coordinator. The benefits did go up all across the board, instead of just administration. There will be printing, duplicating, name tags, things needed for the board. Social media filters, pens, pencils, giveaways have all been budgeted. There is a travel out of state event in which **Erik Pinlac** will send out marketing department student staff.
Motion to recommend marketing budget to the board for 2017-2018 by **Jahiro Coreas**, second by **Alexis Lopez**, motion **PASSED**.
Erik Pinlac budgeted health insurance, student staff, assistants, the basic necessary supplies, some money for the attorney in case it is needed, there is a contracted amount.

Training, hospitality, staff appreciation as recognition, conference registration, retreats, duplicating services

Motion to recommend the administration budget for the 2017-2018 to the board of directors by **Alexis Lopez**, second by **Jahiro Coreas,** motion **PASSED.**

There are fees in order to play music on campus; the budget for student assistants has dropped since it was over budgeted the past year. There was not a budget for communication. For fall special events, Erik Pinlac would like the students to lead the event. Erik Pinlac also cut the budget for Spring Mayhem as he believes the money could go to a better use. For Alfresco the budget was dropped as well, since the artists will be local. Reza Khorasani took the decision to cut the budget for the DISC.

Motion to recommend the special events budget to the 2017-2018 board of directors by **Jahiro Coreas**, second by **Alexis Lopez**, motion **PASSED**.

1:40:52

B. ACTION ITEM – **Cultural Graduation Funding Requests**

The Finance Committee proceeds to take action on Cultural Graduation request. **Reza Khorasani** proposes to give Black and Chicano Grad $10,000 each and API grad $6,000.

Motion to approve cultural graduation funding request for: API to not exceed $6,000, Chicano Graduation not to exceed $10,000 and Black Graduation not to exceed $10,000 by **Jahiro Coreas**, second by **Alexis Lopez,** motion **PASSED.**

22:45

C. DISCUSSION ITEM – **Cultural Graduation Funding Policy**

The committee is making a policy for Cultural Graduation for next year and years to come which will allocate a certain portion of the committee's budget for cultural graduations.

Motion to table DISCUSSION ITEM C: Cultural Graduation Funding Policy to the end of the meeting by **Alexis Lopez**, second by **Jahiro Coreas,** motion **PASSED.**

24:11
1:41:25

This year the finance committee ran out of funds. **Reza Khorasani** recommends requesting a cultural graduation policy to make sure there will be funds for the graduations. The chair of the committee begins to form the policy with help from the committee members as well as advisors. The club must be a recognized club as well as there should be a collaboration with other orgs. The events cannot charge the students to attend; students choose to participate in the event. Erik Pinlac is afraid that the numbers will increase each year.

Motion to extend the meeting for 10 minutes by **Alexis Lopez**, second by **Jahiro Coreas**, motion **PASSED**.

Reza Khorasani would like to address the amount of people who will attend including their families and he would like to limit the amount per family. **Erik Pinlac** believes ASI should not dictate the amount of attendees.

Motion to extend the meeting for 15 minutes by **Jahiro Coreas**, second by **Alexis Lopez**, motion **PASSED.**
There will be a timeline and the proposal should be in at least two months before the scheduled event.

2:27:38

D. ACTION ITEM – **Increase the funding limit for Muslim Student Association**
The committee begins to take action on increasing the funding limit for MSA club. The committee agreed on increasing the limit by $100 in order to cover the tax fees as well.
Motion to increase the funding limit for Muslim Student Association for spring quarter not to exceed $100 by **Jahiro Coreas,** second by **Alexis Lopez**¸ motion **PASSED.**

26:27

I. REGULAR ITEMS:

A. DISSCUSSION ITEM - **Student Funding Comments & Concerns**
Nicole Vinnedge wants to know why her funding request was denied. The committee states that it was due to not following through with deadlines and a lack of communication. **Reza Khorasani** suggests that **Nicole Vinnedge** resubmits her request today with all the updates in order to receive the funds after the event.

29:48

B. DISSUSSION ITEM- **Student Clubs and Organizations Funding Policy Revisions**
Reza Khorasani has a question for the clubs and orgs who are here at the finance committee meeting. **Reza Khorasani** wants to know how the clubs and organizations would feel about just getting a quarterly limit rather than having a funding limit on multiple categories. The clubs and orgs at the meeting seem to like the idea of having a quarterly limit that would advocate for all categories instead of having a limit for each category.

34:00

C. DISSCUSSION ITEM- **Student Travel Scholarship Requests**
The committee will move forward to the next Action Item.

35:02

D. ACTION ITEM – **Seed Funding Requests**
The committee has four seed funding requests pending. Three events were denied since the funds were for personal use. The seed funding request is for promotional material only, and if it is not for promotional reasons they will not approve the request.

48:46

E. ACTION ITEM- **Clubs and Organizations Funding Requests**

Reza Khorasani would like an exact cost amount in order to provide the fund; he would need the receipts as well. **Carmen Romero** would like funding for the convention that will be in the summer. It will be cheaper to have four students attend rather than a smaller room. The event will be in August, there is a strict schedule. They will be requesting for ASI to cover the transportation as well as the registration and rooms. They were requesting $2,250.50, **Reza Khorasani** stated they would only fund $1,000 and for the rest of the amount they would need to ask the Board of Directors. **Grant Frink** would like to attend the 111th national convention for Alpha Phi Alpha fraternity. The convention is a requirement in order to be considered a charter. The student life form must be submitted in order to have the funds approved. There will be three students attending the convention. **Reza Khorasani** told **Grant Frink** they would only be approved for the minimum.

1:04:03

VII. ROUND TABLE REMARKS

E. Pinlac: Would like to congratulate Reza Khorasani for his achievement on receiving the UCSF student government award.

VIII. ADJOURNMENT at **4:30 pm**

Minutes reviewed by:
Finance Committee Chair
Name: Reza Khorasani

Approved on:
5-18-17
Date: