

Executive Committee Special Meeting Minutes June 19th, 2019

I. CALL TO ORDER at **12:02 PM.**

II. ROLL CALL

Present: Daisy Maxion, Kabir Dhillon, Melissa Baron, Riley Miller, Siddharth Valecha

Late: Martin Castillo

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

Motion to amend the agenda to include the approval of the minutes of May 1st, 2019 by **K. Dhillon**, second by **S. Valecha**, motioned **PASSED UNANIMOUSLY.**

Motion to approve the original agenda by **K. Dhillon**, second by **S. Valecha**, motion **PASSED.**

Motion to approve the minutes of May 1st, 2019 by **K. Dhillon**, second by **R. Miller**, motion **PASSED.**

IV. 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.

3:23

V. UNFINISHED ITEMS:

A. DISCUSSION ITEM- **2019-20 Budget**

D. Maxion states the Executive Director will present the proposed 2019-20 budget for approval by the Executive Committee.

E. Pinlac states that ASI operates through student fees. He comments that the students headcount of 29,595 will increase. He read the highlighted areas, which included the projected headcount number and the total budget number (\$1,814,601.00). He adds that stocks are not added to the budget because they change year to year. He shows the salaries, operating expenses, and cost recovery (rent, utilities and services from IT, facilities, etc.). He adds that there is a surplus of \$339.00. He moves on to read the overall rollup. He lists salaries for full-time staff, overtime pay, employee benefits, student assistant salaries, in-states travel (23% decreases from last year), and out-of-state travels. He states that in order to balance out the budget, he had to zero out the scholarships. However, he is anticipating the revenue to increase as the headcount increases. He adds that publishing and printing and recharge were combined into one. He says that supplies and services were left the same. He adds that staff development and support was left at \$16,000.00, insurance services were budgeted higher and duplicating services were cut down. He adds that there was a decrease in stipends because there are less people working over the summer and the fees were cut slightly. He said the actual for club funding was \$64,885.00, and special events and hospitality (food related) were cut. He adds that memberships for NACA and NACAS pay for the membership for the whole campus. He comments that there is an 8%



decrease from last year's budget. He said that ASI fully funded the post-retirement benefits, but they don't have to contribute annually. **D. Maxion** asked to go over the budget for ASI government. **E. Pinlac** covers the budget for accounts payable, student assistants, and supplies and services (plaques and name tags).

Motion to extend the meeting to 12:30PM by **K. Dhillon**, second by **S. Valecha**, motion **PASSED**.

E. Pinlac suggests sharing the spreadsheet with everyone, so that they can vote on it at the next meeting. **M. Baron** asks if it is true that Board members will not be getting the jackets anymore. **E. Pinlac** says that it is not the case; they will continue to give them a jacket or sweater of some sort, and polo's. **S. Valecha** asks if he is able to ask programming to contribute since there has been a reduction (on the budget). **E. Pinlac** replies that there is a reduction because they only spent \$40,000.00 out of the \$59,000.00 that was allocated. He adds that there was a decrease in special events, but he wants to remind everyone that they don't have to have an event for everything. He would like to see the Senators advocating for the students. He adds that there was a programming error in the P-Card reports which is why it shows that the Senate did not spend everything. **R. Miller** asks to clarify publishing and printing. **E. Pinlac** replies that previously, they had a category for giveaways, which got moved. He adds that there were giveaways under Marketing, Senate, Programming Council, and the Board, which now got put into one area. **R. Miller** asks if the other budget includes non-food related. **E. Pinlac** says that \$22,000.00 should go to a different amount. **M. Baron** asks who is going to make the call for the giveaways when it is merged together. **E. Pinlac** replies that the VP of Communication will work with Kris to order the items they want to get. **M. Baron** asks for this to be a discussion item at the next meeting, so that they can look at it. **E. Pinlac** says that he will make the changes and share it with everyone this afternoon. He adds that he is hoping to get it approved before July 1st.

28:10

VI. SPECIAL REPORTS:
No Special Reports.

VII. ROUND TABLE REMARKS
No Round Table Remarks.

VIII. ADJOURNMENT at **12:30 PM**.

Minutes Reviewed By:

President/CEO

Name: Daisy Maxion

Minutes Approved On:

6-26-19

Date:

