

BAC MEETING

Venue: F5-211

August 25th, 2017

10:00 am

1301 Avenida Cesar Chavez, Monterey Park, CA 91754

MINUTES



I. CALL TO ORDER: 10:02 a.m.

II. ROLL CALL

Shannon Wu, ASU Vice President Finance
Oscar Rodriguez, ASU President
Sonia Lopez, ASU Advisor
Frank Lozano, Faculty Rep
Monique Hernandez, Student Representative
Ann Chen, Fiscal Representative
Ruth Siguenza, Fiscal Minuter

III. APPROVAL OF MINUTES: 7-27-17 BAC Meeting

Moved to Approve: Oscar Cruz, ASU President / 2nd: Monique Hernandez, Student rep

IV. PUBLIC FORUM (2 MIN. PER SPEAKER) - None

V. FINANCIAL REPORT

- \$7,430.18 in Encumbrances from Student Rep
- \$9,929.96 in Encumbrances from Social/Cultural, Mult-Cultural, Supplies Accounts
- \$25,142.07 Currently in Student Rep Fee Account
- Please See VP Financial Report

VI. REALLOCATION OF FUNDS - None

VII. DISCUSSION ITEMS

Audit Findings Update

- Frank Lozano - Student Travel Process update to club advisors during Opening Day
- Sonia Lopez - Closing of dormant club accounts, explanation of Audit Finding to new board.

VIII. ACTION ITEMS (5 MIN. PER SPEAKER)

- A. Community Funding: Constitution Day Pocketbooks - \$550
- Move to Item IXB under Student Rep Fee

- B. Inter-Board Funding: Book Rental Program Inventory Solution - \$7,500.64
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Moved: Table to next meeting: Oscar Rodriguez, ASU President, Monique Hernandez, Student Rep
- C. Inter-Board Funding: Printer Ink for Executive Board - \$630
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Oscar Hernandez, used for office operations for new board
 - Vote: Opposed: 0 / passes unanimously
 - **Item APPROVED for \$630 from Supplies Acct. #70619**
- D. Inter-Board Funding: Book Covers for New Textbooks - \$83.24
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Oscar Hernandez, used to protect textbooks, used as reimbursement
 - Vote: Opposed: 0 / passes unanimously
 - **Item APPROVED for \$83.24 from Supplies Acct. #70619**
- E. Inter-Board Funding: Reimbursement for Return of Green books - \$62
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Sonia Lopez last year's board purchased green book but had to send back and fee was charged. Funds used for reimbursement
 - Vote: Opposed: 0 / passes unanimously
 - **Item APPROVED for \$62 from Supplies Acct. #70619**
- F. Inter-Board Funding: Release of ASU Salaries Funds - \$2,000
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Sonia Lopez, members of council will attend numerous committee meetings and is used to pay \$25 for each meeting they attend and must report at ASU meeting
 - Vote: Opposed: 0 / passes unanimously
 - **Funds RELEASED for ASU Salaries Acct. #61029 for \$2,000**
- G. Inter-Board Funding: Release of ASU Scholarship Funds - \$8,850
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Monique Hernandez, used for yearly student scholarships
 - Vote: Opposed: 0 / passes unanimously
 - **Funds RELEASED for ASU Scholarships Acct. #61050 for \$8,850**
- H. Inter-Board Funding: Release of Club Seed Funds - \$30,000
- Move: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Monique Hernandez, for clubs to have starter funds
 - Vote: Opposed: 0 / passes unanimously
 - **Funds RELEASED for Club Seed Funds Acct. #62450 for \$30,000**

- I. Inter-Board Funding: Release of Graduation Reception Funds - \$10,000
 - Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Sonia Lopez – Released early for spring graduation
 - Vote: Opposed: 0 / passes unanimously
 - **Funds RELEASED for Graduation Acct. #63675 for \$10,000**
- J. Inter-Board Funding: Release of Inter Club Council (ICC) Funds
 - Move: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
 - Discussion: Monique Hernandez – to provide snacks and drinks for ICC meetings
 - Vote: Opposed: 0 / passes unanimously
 - **Funds RELEASED For ICC Acct. #40001 for \$2,500**
- K. Inter-Board Funding: Release of Stipends Funds - \$5,100
 - Moved: Oscar Rodriguez, ASU President / 2nd: Monique Hernandez, Student Rep
 - Discussion: Oscar Rodriguez, ASU President – pay executive board members
 - Vote: Opposed: 0 / passes unanimously
 - **Funds RELEASED for Stipends Acct. #61039 for \$5,100**
- L. Club Events Expenditures over \$1,000 - None
 - Moved: Monique Hernandez, Student Rep 2nd: Oscar Rodriguez, ASU President
 - Discussion: Frank Lozano – if clubs spend more than \$1,000 they must notify the ASU office and it will be entertained for release during the BAC meeting
 - No Club Expenditures over \$1,000

IX. STUDENT REP FEE

- A. 2016-2017 ASU Winter Retreat - \$343.65
 - Moved: Oscar Rodriguez, ASU President / 2nd: Monique Hernandez, Student Rep
 - Discussion: Sonia Lopez, pay Z's Crazy Good which was purchased for last year's ASU board.
 - Vote: Opposed: 0 / passes unanimously
 - **Item APPROVED for \$343.65 from Student Rep Acct. #28030**
- B. Community Funding: Constitution Day Pocketbooks – \$550
 - Moved: Oscar Rodriguez, ASU President / 2nd: Monique Hernandez, Student Rep
 - Discussion: Sonia Lopez – pass out constitution Day pocket books to students
 - Vote: Opposed: 0 / passes unanimously
 - **Item APPROVED for \$550 from Student Rep Fee Acct. #28030**

X. NEW BUSINESS / UNFINISHED BUSINESS - None

XI. NEXT MEETING – September 7th, 2017 @ 10:00 am (F5-211)

XII. ADJOURNMENT – 10:54 a.m.