

**Associated Students Board of Finance  
Humboldt State University  
Wednesday, March 4<sup>th</sup>, 2009  
University Center, South Lounge Conference Room  
Minutes #8**

**Call to Order**

Corey Fenton called the Board of Finance meeting to order at 2:00 p.m., Wednesday, March 4, 2009 in the University Center, South Lounge Conference Room.

**Roll Call**

Members Present: Corey Fenton, Joyce Tam, Rachel Cooke, Jeff Steuben, Sofia Pereira

Advisor Present: Joan Tyson

**Approval of the Agenda**

MOTION: STEUBEN/PEREIRA move to approve Agenda #8. APPROVED

**Chair's Report**

Fenton had no report.

**Approval of the Minutes**

MOTION: PEREIRA/COOKE move to approve the Board of Finance Minutes #7 dated February 16<sup>th</sup>, 2009. APPROVED

**Old Business**

A. Request from The MultiCultural Center (MCC) for a line-item transfer in the amount of \$875.00 from line item Stipend to line item Work Study. –Action Item  
The MultiCultural Center’s Latino Community Coordinator and Q-Fest Coordinator have been awarded Work Study for the year. By allowing the Stipend to be transferred to the Work Study line item, it allows for better use of funds and supports students in positions of interest. The transfer is for the Spring 2009 semester only.

MOTION: PEREIRA/COOKE move to approve the request from the MultiCultural Center for a line item transfer in the amount of \$875.00 from line item Stipend to line item Work Study. APPROVED

Jerri Jones, Office Manager for the MultiCultural Center, was present on behalf of the request. Jones explained that the Latino Community Coordinator has continued in the position from last semester when the Board of Finance approved a line item transfer for the Fall semester. The Q-Fest Coordinator is a one semester position and would be receiving work study for the Spring

semester only.

- B. Request from The Learning Center from Unallocated for funds in an amount not to exceed \$6,756.00 to augment the 2008-09 budget for an increase of services in the Fall 2008 semester and a projected increase of services in the Spring 2009 semester. –Action Item

The Learning Center has received a higher demand for their services in the Fall 2008 Semester and is expecting an even larger demand in services for the Spring 2009 semester. In Fall 2008 the expenses were over budget by \$1,850.00. The Learning Center is projecting a deficit of \$4,096.00 in the Spring.

MOTION: COOKE/PEREIRA move to approve the request from The Learning Center in the amount of \$6,756.00 from unallocated for augmentation of their 2008-09 budget. APPROVED AS AMENDED

Carmen Colunga, Learning Center Coordinator, was present on behalf of the request. Colunga explained that the Learning Center has received a large increase in students who want to sign up for small group tutorials. Currently the Learning Center has 41 study groups with three additional groups pending. Fenton asked Colunga how he came up with the amount he is requesting. Colunga referred the Board to Attachment C of his proposal. Colunga stated that each group is allocated 2 hours each week to work with a tutor and each tutor is paid \$10.00 - \$10.25 an hour. Cooke based his estimate off of 32 tutorial groups. Cooke asked if there are a maximum number of groups that the Learning Center will service. Colunga replied that the Learning Center has never received as much interest as it has this year and that he is developing different contingency plans which may include decreasing the amount of time tutors spend with a group, or putting a cap on small groups. Colunga also explained that he is working with the Dean of Students to find more money for tutors from Student Affairs and has also approached the Athletics department for funds. Steuben asked Tyson what the balance was in the Unallocated Funds. Tyson reported that there is \$5,461.00 in Unallocated Funds.

MOTION: PEREIRA/STEUBEN move to amend the motion by striking \$6,756.00 and replacing with \$3,400.00. APPROVED AS AMENDED

Steuben suggested that the amount be amended to \$3,400.00 to allow the Board of Finance to keep a balance of \$2,000.00 so that it may entertain other proposals for unallocated funds for the rest of the fiscal year.

MOTION: COOKE/STEUBEN move to amend the amendment by striking \$3,400.00 and replacing with \$3,700.00. APPROVED

Cooke suggested that the amount be amended to \$3,700.00 which would cover the deficit from the Fall semester and allow for equal funding for the Spring semester. Steuben suggested that the Learning Center seek additional funds from Athletics as they get a lot of service. Athletics is also funded by student fees.

- C. 2009-2010 Recommended Associated Students Budget – Action Item

Review and approval of the 2009-2010 recommended A.S. Budget.

MOTION: PEREIRA/COOKE move to approve the 2009-2010 Recommended Associated Students Budget. APPROVED

AS Program Budget Hearings were held on Saturday, February 28<sup>th</sup>, 2009. After the hearings, the Board of Finance proceeded to discuss each programs request and developed a recommended budget for 2009-10. The recommended budget, with appropriate budget language was submitted for approval and will be distributed to the AS Council on Monday, March 23, 2009. AS Programs will also receive their recommended budget on that date. On Monday, March 30, 2009 the AS Council will have a meeting to discuss the recommended budget. The Council will take action on Monday, April 6 to approve the budget or to select the programs to appear at the next meeting, April 20. Programs will also be given an opportunity to appeal their recommended budget to Council and Council will also be given an opportunity to call in a program if they have questions about the recommendation.

The recommended budget will be forwarded to President Richmond for approval. It is hoped that anyone that has questions or comments about the budget, or the process will contact any of the Board of Finance members prior to that meeting. A binder of the 2009-10 budget requests is available in the AS Council Office.

Tyson handed out an updated budget document reflecting recommendations made on February 28, 2009 and highlighted changes.

### **Announcements**

There were no announcements.

### **Adjournment**

Fenton adjourned the meeting at 2:32 p.m. without objection.

Recorded by:

Rob Christensen  
A.S. Secretary

Approved by:

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Corey Fenton  
A.S. Administrative Vice President  
Chair Board of Finance