

**Associated Students Board of Finance
Humboldt State University
Monday, December 8, 2008
University Center, South Lounge Conference Room
Minutes #5**

Call to Order

Nikki Kovalcheck called the Board of Finance meeting to order at 5:31 p.m., Monday, December 8, 2008 in the University Center, South Lounge Conference Room.

Roll Call

Members Present: Nikki Kovalcheck, Sofia Pereira, Rachel Cooke, Corey Fenton, Jeff Steuben (late)

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: COOKE/FENTON move to approve Agenda #5. APPROVED

Chair's Report

Kovalcheck had no report.

Approval of the Minutes

MOTION: PEREIRA/COOKE move to approve the Board of Finance Minutes #4 dated November 10, 2008. APPROVED

Old Business

- A. Request from Club and Program Support in the amount of \$5,000.00 from Unallocated to supplement the Travel and Conference line item.–Action Item
The Clubs Office has received a large amount of requests for travel grants from clubs and has already awarded approximately \$7,700.00 this year. The Clubs Office only has \$4,300 left in available grant funds and would like to continue to fund travel grants with an additional \$5,000.00 subsidy.

Alex Fonseca, Clubs and Activities Coordinator, was present on behalf of the request. Fonseca explained that the Clubs Office provides a 75% matching grant to clubs with an award of up to \$800.00 a year. The funding assist clubs in travel expenses that they normally would not be able to afford. Fonseca noted that the clubs office raised the amount available to clubs from \$400.00 to \$800.00 for the 2008-09 academic year and that the grant program has become popular with new clubs.

MOTION: COOKE/FENTON move to approve the Request from Club and Program Support in the amount of \$5000.00 from Unallocated to supplement the Travel and Conference line item. APPROVED
AS AMMENDED

Cooke asked Fonseca if the budgeted amount was insufficient or if there had been any

unexpected costs. Fonseca explained that the amount of the grant was raised to make up for the increased cost of travel; in general the Clubs Office receives fewer requests in the Fall than in the Spring. Pereira asked for assurances on how the Board of Finance would know that the \$5,000.00 would fund for the rest of the semester. Fonseca explained that the Clubs Coordinating Council determines how the money is dispersed to the different grant seekers and would work within the amount received. Steuben asked Fonseca if his 2009-10 budget request would include an increase in travel grants. Fonseca replied that he would include an increase in his 2009-10 budget. Tyson referred the Board of Finance to the budget language for Club and Program Support that indicated that the budgeted funds for Travel Grants should be dispersed equally in the Fall and Spring semesters. Fonseca stated that he and the Clubs Coordinating Council was unaware of the budget language, but would begin to take it into account. Cooke stated that the unallocated balance was about \$8,400.00 and that the request from Club and Program Support would leave only \$3,400.00 for the remainder of the year.

MOTION: PEREIRA/COOKE move to amend the motion by striking \$5,000.00 and replacing with \$3,000.00. APPROVED

Pereira stated that amending the amount to \$3,000.00 would restore the intended amount of the Clubs Office budget for Travel Grants for the Spring 2009 semester.

- B. Request from The Sustainable Living Arts and Music Festival (SLAM) for a line-item transfer in the amount of \$625.00 from line item Stipend to line item Entertainment. – Action Item
SLAM would like to delete one of its stipend positions and use the additional funds for its Entertainment line-item. SLAM will be working with AS Presents to produce entertainment for the festival.

MOTION: FENTON/PEREIRA move to approve the request from The Sustainable Living Arts and Music Festival for a line item transfer in the amount of \$625.00 from line item Stipend to line item Entertainment. APPROVED AS AMMENDED

Alex Fonseca, Clubs and Activities Coordinator, was present on behalf of the request. Fonseca explained that he became the advisor for the Sustainable Living Arts and Music (SLAM) Festival in 2006. Fonseca has worked with student to reform the festival over the past two years. Fonseca wishes to continue making the festival a better experience for those who attend and believes that deleting the Music Coordinator position and transferring the funds for the stipend into the Entertainment line item will help to increase the value of the SLAM festival. Fonseca clarified that the positions are for the Spring semester only and that two co-directors from the previous year have expressed interest in returning for a second year.

MOTION: PEREIRA/STEUBEN move to amend the motion to include the deletion the Music Coordinator stipend. APPROVED

The Board of Finance wished to make clear that the Music Coordinator stipend was to be deleted with the line item transfer.

- C. Request from A.S. Presents in the amount of \$35,000.00 from Unallocated for the cost

associated with their assistance in the production of the Sustainable Living Arts and Music Festival (SLAM) and other Spring 2009 programming.—Action Item
A.S. Presents is requesting additional funding to help produce music for the SLAM festival. The cost of outdoor events facilitates the need for additional funding. In addition, AS Presents will also be restarting the free Depot Concerts Series as well as a number of other high profile events.

MOTION: FENTON/COOKE move to approve the request from A.S. Presents in the amount of \$35,000.00 from Unallocated for the SLAM festival and other Spring 2009 programming.

APPROVED
AS AMMENDED
(1) ABSTENTIONS

Michael Moore, AS Presents advisor, and Melissa Gussin, AS Presents Commissioner, were present on behalf of the request. Moore stated that AS Presents started the year with the Hum Week concert which received more attendance than AS Presents is normally used to having throughout a year. AS Presents will be partnering with the SLAM Festival this year and would like to produce a music event similar to Hum Week. Pereira asked Moore how much the Depot Concert Series would cost next semester for AS Presents. Moore replied that AS Presents is planning three concerts in the Depot and that each concert would cost around \$1,000.00. Gate Revenue from Spring concerts would help offset the cost of the Depot Concert Series. The SLAM Festival would likely have two or three performers and would be configured with one headliner and other smaller groups as opening acts. Moore estimated that the cost for the headliner would cost around \$12,000.00 and an opening act would cost around \$1,500.00. Moore explained that it costs more to have a performer come in for a specific date instead of booking performances that are already routed through the area. Steuben asked Moore if he would be seeking funds from Student Affairs or Admissions for the event. Moore replied that he would not be receiving any funds from any other departments. Pereira stated that she was concerned that this would be one of the only major programs from AS Presents next semester rather than multiple smaller programs throughout the semester. Gussin explained that there would be three Depot shows next semester and that the AS Presents Committee was working to plan more shows for the Spring but is waiting on performer availability. Steuben asked Moore to clarify if the request for funds was specifically for the SLAM Festival, or if it also included other programming that was referred to in the memo attached to the request. Moore stated that the requested funds only be for the SLAM Festival. Kovalcheck asked Moore if volunteers could be used for the SLAM festival rather than paid employees. Moore replied that volunteers are not as useful because Center Arts employees have specialized skill sets that are needed and that the security detail would need specialized training. Kovalcheck asked if the SLAM Festival would be performing any fundraising to help with the cost of the event. Fonseca stated that when the SLAM Festival was reformed they eliminated the fundraising requirements from the SLAM Festival coordinators; in the past the need to fundraise took away too much attention from the festival. Tyson advised the Board that the event in total would cost \$45,000.00 including the funds that had been previously allocated to the SLAM Festival. Steuben pointed out that the SLAM Festival was created to promote sustainable living. Moore explained that the SLAM Festival started out as the Arts and Music Festival and was combined with the off-campus Renewable Energy Fair. Fonseca stated that the idea behind the SLAM Festival is to put on a large music festival that is completely powered off the grid and where different sustainability

ideas are demonstrated at the festival. This year the event will be held in the Student Business Services parking lot. Pereira suggested cutting the supplies and services line-item from the proposal (\$5,000) until the Board of Finance is aware of which performers are confirmed and the amount of services that will be needed to support them.

MOTION: PEREIRA/FENTON move to amend the motion by striking \$35,000.00 and replacing with \$30,000.00 by removing the costs associated with *Supplies and Services*. FAILS

Pereira stated that she would like the Supplies and Services line-item to be removed the proposal until AS Presents has confirmed its performers.

MOTION: FENTON/COOKE move to amend the motion by striking \$35,000.00 and replacing with \$30,000.00 FAILS
(1) AYE
(3) NAY

Fenton stated that this is an amount that he would feel comfortable allocating for the event. Pereira stated that consistency is important for the event and that this funding may not be available in coming years. Steuben stated that the success or failure of the event could be based on the weather forecast that day. Steuben feels that \$30,000.00 in student fee money is still an excessive amount for a one day event.

MOTION: STEUBEN move to amend the motion by striking \$35,000.00 and replacing with \$6,000.00.

The motion died with the lack of a second.

MOTION: FENTON/PEREIRA move to amend the motion by striking \$35,000.00 from Unallocated and replacing with \$15,000.00 from *Operational Reserves*. APPROVED
(3) AYE
(1) NAY

Fenton stated that the SLAM Festival program would be contributing \$10,000.00 to the event, AS Presents would be contributing \$8,000.00 to the event from their budget and that the Board of Finance would augment the budget by \$15,000.00

D. AS Budget Timeline --Action Item
Review and approval of the 2009-2010 AS Budget timeline.

MOTION: PEREIRA/FENTON move to approve the 2009-2010 AS Budget Timeline. APPROVED

Tyson introduced the proposed timeline to the board and explained the importance of the Board of Finance committing to the timeline once approved. This is the timeline that will be communicated to the AS Programs in the budget applications materials. Tyson than explained each step within the Budget Timeline and answered questions.

E. AS Budget Application Materials --Action Item
Review and approval of the 2009-2010 AS Budget application materials.

MOTION: PEREIRA/COOKE move to approve the 2009-2010 AS Budget
Application Materials. APPROVED

Tyson reviewed the AS Budget Application Materials with the Board of Finance and noted that it would include additional language regarding stipend descriptions under the *Important Notes* section.

Announcements

There were no announcements.

Adjournment

Kovalcheck adjourned the meeting at 7:30 p.m. without objection

Recorded by:

Rob Christensen
A.S. Secretary

Approved by:

Nikki Kovalcheck
Administrative Vice President