

Associated Students Board of Finance
Humboldt State University
Meeting on Friday, March 23, 2018
Nelson Hall East, Room 120
3:00 p.m.
Agenda #12

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda #12 – **Action Item**
- IV. Chair's Report
- V. Approval of Minutes
 - A. Approval of Minutes 7 dated January 29, 2018
 - B. Approval of Minutes 9 dated February 16, 2018
 - C. Approval of Minutes 10 dated March 2, 2018
 - D. Approval of Minutes 11 dated March 2, 2018
- VI. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.) Every Board of Finance agenda for regular meetings shall provide an opportunity for members of the public to directly address the Board of Finance on any item affecting higher education at the campus or statewide level, provided that no action shall be taken on any item not appearing on the agenda. However, the Board of Finance may briefly respond to statements made or questions posed by a person exercising their public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. The Board of Finance may also provide a reference to resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or request that a matter of business be placed on a future agenda. Persons recognized by the Chair should first identify themselves by name. Time limits will be established by the Chair depending on the number of people wishing to speak and the length of the Agenda. Public comments regarding items on the agenda will be taken prior to each agenda item.
- VII. New Business
 - A. Request from the Piano Club for \$1,500 – **Action Item**
The committee will review and take action on a \$1,500 request to hold a master class for the HSU community.
 - B. Request to transfer \$20,000 from the Discretionary Fund to the A.S. Reserve Fund. – **Action Item**
The committee will review and take action on a transfer of funds.
- VIII. General Discussion - At this time the Board of Finance members may have a general discussion on topics regarding the committee.
- IX. Announcements
- X. Adjournment

This event is wheelchair accessible. Persons who wish to request disability-related accommodations, including sign-language interpreters, should contact Patric Esh, A.S. Board Coordinator, at patric.esh@humboldt.edu or call (707) 826-4221. Some accommodations may take up to several weeks to arrange.

Associated Students Board of Finance
Humboldt State University
Meeting on Monday, January 29, 2018
Nelson Hall East, Room 120
3:00 p.m.
Minutes #7

Call to Order

Joey Mularky, President, called the Board of Finance meeting to order at 3:00 p.m. on Monday, January 29, 2018 in Nelson Hall East 120.

Roll Call

Members Present: Norman Campos, Genesee Black-Lanouette, Jake Engel, Joey Mularky

Members Absent: Kassandra Rice (Excused)

Advisor Present: Jenessa Lund

Approval of the Agenda

MOTION: BLACK-LANOUELETTE/CAMPOS move to approve Agenda #7 dated January 29, 2018.

APPROVED

(1) ABSTENTION

Chair's Report

No report.

Approval of the Minutes

MOTION: BLACK-LANOUELETTE/CAMPOS move to approve Minutes #6 dated November 27, 2017.

APPROVED

Public Comment

No Public Comment.

Old Business

No Old Business.

New Business

A. Request for \$5000 for the Lunar New Year Event – **Action Item**

The Committee will review a \$5000 request for the Lunar New Year Event.

MOTION: BLACK-LANOUEETTE/CAMPOS move to approve the request for \$5000 for the Lunar New Year Event. TABLED TO THE NEXT BOARD OF FINANCE MEETING

No one presented on the request.

MOTION: MULARKY/CAMPOS move to table the \$5000 request for the Lunar New year Event until the next meeting. APPROVED

Mularky informed the board that the request would go towards a comedic performance by Eliot Chang.

Lund asked if a program already received an A.S. grant can they pursue other A.S. funds. Mularky responded that they can, though the Board of Finance is aware.

B. Request for \$1000 for the Menstruation Gear Project – **Action Item**

The Committee will review a \$1000 request for the Menstruation Gear Project.

MOTION: BLACK-LANOUEETTE/CAMPOS move to approve the request of \$1000 for the Menstruation Gear Project. APPROVED

No one presented on the request.

Black-Lanouette observed the project and found it beneficial for students. Esh concurred.

Mularky asked if students who helped distribute the supplies during the trial run would be willing to continue to distribute if the request was approved. Black-Lanouette added that students were willing to help.

Campos asked how the project could continue if this is a one time request. Mularky responded that the 2018-19 A.S. budget would need to include additional funds for the project to continue next academic year.

C. Transfer of Funds from the Reserves to the Humboldt International Film Festival Trust – **Action Item**

The Committee will review a request to transfer HIFF fundraising monies from 2014-15 & 2015-16 academic years from the A.S. Reserves.

MOTION: CAMPOS/ENGEL move to approve the transfer of funds from the Reserves to the Humboldt International Film Festival Trust. APPROVED

Helen Molina, Maddy Harvey, and Peter Blickensderfer presented on the request for the Humboldt International Film Festival (HIFF). Molina noted that the funds belonged to the program, but were transferred into the A.S. Reserves because the funds were not used. The organization requires these funds so that they can plan events.

Black-Lanouette asked how much money they are requesting. Molina responded the amount would be close to \$1500.

Lund asked when the festival take place. Molina responded that the festival will be at the Arcata Minor Theater from April 18 to 21, 2018.

D. Change Board of Finance Meeting Date and Time – Action Item

The Board of Finance will review alternative meeting dates and times for the Spring 2018 Semester.

MOTION: BLACK-LANOUELETTE/CAMPOS move to approve the change of the Board of Finance Meeting Date and Time. APPROVED

Esh stated that the proposed time change would be Wednesdays at 1 p.m.

E. Review of 2017-18 A.S. Budget Timeline – Discussion Item

Lund will review the approved 2017-18 AS Budget Timeline with the Board of Finance.

Lund presented on the updated Budget Timeline. The applications are now digitized and due by February 7, 2018 at 12 p.m. The Board of Finance will review applications on February 14, 2018 and the budget hearings will be on February 22 and 23, 2018. The Board of Finance will review and approve the recommended budget on February 28, 2018. The Board of Directors will need to approve the budget by April 9, 2018.

F. A.S. Budget and Expenditures Report – Discussion Item

The Committee will be updated on the budget and expenditures of A.S. accounts.

Black-Lanouette asked if the Student Access Gallery is the First Street Gallery. Lund responded that they are different. The Student Access Gallery is working with ERC to help with Q-Fest.

General Discussion

Engel has been asked to help with an State Assembly Member campaign for a Professor Kevin Murray. Engel asked if he is allowed to help in the campaign even though he is on the A.S. Board of Directors. Mularky responded that if A.S. is not involved in the campaign then it is allowed.

Announcements

No announcements.

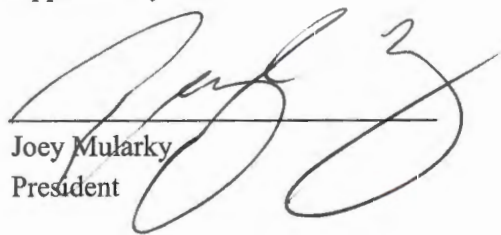
Adjournment

Mularky adjourned the meeting at 3:41 p.m. without objection.

Recorded by:

Patric Esh
A.S. Board Coordinator

Approved by:



Joey Mularky
President

****Special Meeting****
Associated Students Board of Finance
Humboldt State University
Meeting on Friday, February 16, 2018
Nelson Hall East, Room 120
3:00 p.m.
Minutes #9

Call to Order

Kassandra Rice, Administrative Vice President, called the Board of Finance meeting to order at 3:04 p.m. on Friday, February 16, 2018 in Nelson Hall East 120.

Roll Call

Members Present: Norman Campos, Genesee Black-Lanouette, Jake Engel, Joey Mularky,
Kassandra Rice

Advisor Present: Jenessa Lund

Approval of the Agenda

MOTION: BLACK-LANOUELETTE/CAMPOS moved to approve Agenda #9 dated February 16,
2018.

APPROVED

Chair's Report

No report.

Approval of the Minutes

No minutes to approve.

Public Comment

No public comment

Old Business

No Old Business.

New Business

- A. Request for \$1,473 from Mecha de HSU to attend the Mecha National Conference. – **Action Item**

The Committee will review a \$1,473 request from Mecha de HSU to attend the Mecha National Conference. The requested amount will cover the cost for travel and registration.

MOTION: ENGEL/CAMPOS moved to approve a Request for \$1,473 from Mecha de HSU to attend the Mecha National Conference.
APPROVED

McGuigan explained that Mecha de HSU is meeting with other Mecha chapters from across the United States. This conference would focus on opening dialogue, workshops, and building connections with other chapters. McGuigan said that this year the conference is in Salt Lake City, Utah. Mendoza added that there are also intersectional events at the conference like the Queer workshop and Intersectional Gender, Identity, and Sexuality caucus.

Black-Lanouette asked if they have any other sources of funding. McGuigan responded that they have received an \$800 grant from A.S. via the Clubs and Activities Office. The grant cannot be used for food, travel, or other expenses vital to the trip. They also have more members attending the conference than they predicted.

Esh asked how the event went last year when they received funding from A.S. McGuigan responded the event went well and they were able to make connections with people in various states as well as gain knowledge from their experiences. They have been able to share their experiences with other club members and the local community.

Rice asked if Mecha de HSU also works with Mecha programs in high schools. McGuigan responded that the conference is usually focused at the college level, but some high school chapters do attend.

Black-Lanouette asked how the amount requested was calculated. Mendoza responded that the estimate was created by assuming that each of the 12 people attending will cost about \$20.00 a day for meals.

Campos asked what kind of information do they expect to bring back to HSU. Mendoza responded that the convention is about growing as a person and healing from adversity that these communities face. Because of last year's convention, Mecha created the Queer committee.

Black-Lanouette asked how they plan on funding the trip next year. McGuigan responded that the funds received from A.S. makes it easier for them to attend the conference, but will continue to fundraise. They noted that they may need to ask for funds next year, though it would be a lesser amount.

Engel asked for clarification regarding their fundraising efforts. Mendoza responded that they plan on fundraising more so more students can attend the conference.

- B. Review Request Determination by the Board of Finance as to which A.S. Programs will be invited to the A.S. Board of Finance meeting to answer specific questions about their 2017-18 .A.S Program Budget Request. To review each application, use the following link:
<https://goo.gl/BYQPwb> – **Action Item**

MOTION: BLACK-LANOUILLE/MULARKY moved to Review Request Determination by the A.S. Board of Finance as to which A.S. Programs will be invited to the A.S. Board of Finance meeting to answer specific questions about their 2017-18 A.S. Program Budget Request.
APPROVED

External Affairs

Lechman presented on the External Affairs Budget Request. The focus of the Lobby Corps has been housing insecurity, DACA, and the removal of the McKinley statue in the Arcata Plaza. Lechman stated that most of their funds are allocated toward travel. Lechman said supplies and services stayed the same because the need for food at events is a good incentive for students to attend.

Esh added that the budget for External Affairs budget was increased a few years ago to cover travel for the President and External Affairs Representative. It was mentioned that travel may need to be decreased in the future because of the current financial situation. Esh mentioned that \$300 was previously set aside for supplies and services, but Lechman would like to reallocate these funds toward events.

Mularky clarified that the proposed budget has been reduced when compared to the previous year. Mularky asked why the travel budget has been decreased. Esh responded that in the past they have not used all of the travel funds.

A.S. General Operations

Black-Lanouette asked why there was a difference in the stipends. Lund responded that stipends are adjusted based on student fees, and noted that stipends will increase if student fees increase for next year.

Mularky asked if there is a need for student assistants in regards to the quantity employed and how many hours they work. Esh responded that there are five student assistants that are available from 9 a.m. to 5 p.m.

Rice asked how often the assistants get paid. Esh responded that they get paid bi-weekly. One assistant contributes to marketing efforts by taking photographs and creating posters, the other office assistants help Esh and DiRicco with everyday tasks. Esh added that they proposed reduced hours and have two assistants graduating this semester. Mularky responded that student assistants are needed, but it is not clear what they contribute to A.S., so it may be beneficial to analyze what they have been doing and how they can better be utilized. Lund added that they may look into tasking student assistants with centralized tasks, like the marketing assistant.

A.S. Presents

Rice asked for clarification on the itinerary for A.S. Presents. Lund responded that the itinerary of events is finalized during the summer. Esh added that this academic year the focus was on cultural lectures. Rice asked if it is possible for them to go into debt. Lund responded that there is a level of risk because A.S. Presents relies on gate fees. Rice asked why there is a difference in the summary expenses. Esh responded that the A.S. Presents Representative received an increased stipend. Black-Lanouette asked for clarification on the budget totals and actuals. Lund responded that the actuals are from December 15th, 2017, and are not current. Black-Lanouette asked for their current actuals. Lund responded they have spent 53% of their budget as of January 29th, 2018. Mularky asked if the Center Arts staff is included in their budget. Lund responded that they are.

Black-Lanouette asked to view the budgets from previous years as well.

A.S. Program Grants

No discussion

CCAT

Esh mentioned that CCAT's budget is higher than they have requested because of the new teacher position. Mularky recommends to not fund the teacher position and keep the retreat costs the same as the previous year. Mularky noted that student positions help retention, but the program has too many positions and/or too many working hours.

Lund asked if there is room for WRRAP and CCAT to collaborate. Mularky responded that this has been proposed in the past, but they have different goals. Black-Lanouette noted that CCAT may combine a couple of student positions to reduce the number of employees. Mularky asked if the co-directors are paid in addition to living on-site rent free. Lund responded that until last year they were not paid. Mularky asked if they truly require three co-directors to get paid \$2.50 over minimum wage and added that they may consider having two co-directors in the future. Black-Lanouette responded that they take care of students by offering classes, community gardening, and employing students.

Rice asked what happens to the money if they do not spend all that was given to them within the academic year.

Check It

Lund said Check It submitted a request because they will not be receiving as much funding as they have in the past from other sources. The members noted the importance of Check It and reflected on the workshops they have provided since Check It started a few years ago.

Children's Center

The Children's Center is asking for the same amount, but Mularky noted they have stateside budgetary issues. Mularky noted the importance of student employment, but the proposed budget is a lot. He would like to talk to the Children's Center about their budget.

Clubs and Activities

Lund noted the reduction in the budget has to do with the Clubs and Activities Office reevaluating the student assistance duties. The office would like to have specialized positions instead of general office assistants.

Drop-In Recreation

The increase in their proposal was because of the increase the minimum wage.

Eric Rofes Queer Resource Center

Mularky noted the request for additional funds for almost all of the accounts.

HSU Veterans Enrollment & Transition Service

Mularky has said the program has asked for funds in prior years. Mularky noted most of the funds are for travel and would like to talk to the program about that.

Humboldt Film Festival

Mularky would like to talk to the program regarding the use of student fee dollars paying for judges.

Learning Center - Tutorial Program

The committee discussed the effectiveness of the Learning Center as well as the accuracy of the participation totals. Mularky noted the Learning Center desires students with high qualifications to be considered for tutor positions.

Marching Lumberjacks

Mularky was unsure about the program's repairs and maintenance budget.

Multicultural Center

Mularky was unsure why the program needs to increase their retreat budget and the need for so many student positions. The committee also talked about how the program needs a coordinator.

Oh Snap! Campus Food Security Program

No discussion.

Scholars Without Borders

Lund said the program was part of MCC with one-year of funding from A.S. The program would be its own entity and has already been an effective campus program. Mularky noted the pay rate for the student positions should be set at minimum wage.

Sports Clubs

Mularky noted the increase in student wages had to do with the increase in minimum wage, but noted the wage is well above minimum wage.

Student Access Gallery

No discussion

Student Legal Lounge

Mularky said the Board of Directors approved a resolution to support the program. Lund said the program is asking for the minimum amount and could collaborate with other campus programs, like Chante' Catt regarding housing issues.

Waste Reduction and Resource Awareness Program

Mularky noted the increase is for student wages and the benefits. The committee also discussed the possibility this program and CCAT to merging jobs and duties.

Womxn's Resource Center

The committee members noted the proposed budget numbers do not make sense and would like to speak to WRC at a hearing.

Youth Educational Services

No discussion.

MOTION: CAMPOS/ENGEL moved to invite A.S. Presents to the Board of Finance Budget Hearing. APPROVED

MOTION: MULARKY/BLACK-LANOUELETTE moved to invite CCAT to the Board of Finance Budget Hearing. APPROVED

- MOTION: CAMPOS/BLACK-LANOUEETTE moved to invite Check It to the Board of Finance Budget Hearing. APPROVED
- MOTION: MULARKY/BLACK-LANOUEETTE moved to invite Children's Center to the Board of Finance Budget Hearing. APPROVED
- MOTION: MULARKY/CAMPOS moved to invite programs that requested a higher budget than the previous academic year. APPROVED
- MOTION: BLACK-LANOUEETTE/CAMPOS moved to invite Womxn's Resource Center to the Board of Finance Budget Hearing. APPROVED
- MOTION: BLACK-LANOUEETTE/ENGEL moved to invite Scholars Without Borders to the Board of Finance Budget Hearing. APPROVED
- MOTION: MULARKY/BLACK-LANOUEETTE moved to invite the Learning Center to the Board of Finance Budget Hearing. APPROVED
- MOTION: ENGEL/CAMPOS moved to invite the Student Legal Lounge to the Board of Finance Budget Hearing. APPROVED
- MOTION: CAMPOS/MULARKY moved to invite MultiCultural Center to the Board of Finance Budget Hearing. APPROVED
- MOTION: CAMPOS/BLACK-LANOUEETTE moved to invite Drop-In Recreation (Pool) to the Board of Finance Budget Hearing. APPROVED
- MOTION: MULARKY/ENGEL moved to invite HSU Veterans Transition Program to the Board of Finance Budget Hearing. APPROVED

C. Change Board of Finance Meeting Date and Time – Action Item

The Board of Finance will review alternative meeting dates and times for the Spring 2018 Semester.

- MOTION: CAMPOS/MULARKY moved to approve the Change Board of Finance Meeting Date and Time to Fridays at 3:00 p.m. APPROVED

General Discussion

No general discussion.

Announcements

No announcements.

Adjournment

Rice adjourned the meeting at 5:04 p.m. without objection.

Recorded by:

Patric Esh
A.S. Board Coordinator

Approved by:



Kassandra Rice
Administrative Vice President

**** Special Meeting ****
Associated Students Board of Finance
Humboldt State University
Meeting on Friday, March 2, 2018
Siemens Hall, Room 222
1:00 p.m.
Minutes #10

Call to Order

Kassandra Rice, Administrative Vice President, called the Board of Finance meeting to order at 1:08 p.m. on Friday, March 2, 2018 in Siemens Hall, Room 222.

Roll Call

Members Present: Norman Campos, Joey Mularky, Kassandra Rice

Members Absent: Genesee Black-Lanouette, Jake Engel

Advisor Present: Jenessa Lund

Approval of the Agenda

MOTION: MULARKY/CAMPOS move to approve Agenda #10 dated March 2, 2018.

APPROVED

Chair's Report

No report.

Public Comment

No public comment.

Old Business

No Old Business.

New Business

- A. Request 2018-19 Recommended Associated Students Budget – **Action Item**
Review and Approval of the 2018-19 Recommended A.S. Budget.

MOTION: CAMPOS/MULARKY move to approve Request 2018-19 Recommended Associated Students Budget.

APPROVED AS AMENDED

Esh presented that the numbers had been adjusted with the assistance of Lund.

External Affairs:

Mularky mentioned that the External Affairs budget had been reduced by \$2,500.

A.S. Government and General Operations

They are hoping to avoid cutting the budget for A.S. Government and General Operations. Lund added that the proposed budget was not entered correctly last year, and should be a lower number.

A.S. Program Grants

Mularky stated that A.S. Program Grants was reduced by \$11,000 by adjusting the multicultural grants from \$3,000 to \$2,000 each.

CCAT

Mularky added that the CCAT budget was reduced to the amount that they received two years ago, it will need to be adjusted for minimum wage and for a retreat.

Check-It

MOTION: MULARKY/CAMPOS motioned to allocate \$0 to Check-It for the 2018-19 academic year.

APPROVED

Mularky noted that because Check-It receives funding from other sources that they will receive \$0 from A.S.

Campos asked if there are other programs that are not receiving funding from A.S. Mularky responded that Check-It is a new program and they do not want it to be dependent on A.S. funds in the future.

Children's Center

Mularky noted that the amount is usually based on 4.54% of the A.S. anticipated revenue, and the amount that they requested is more than that.

Clubs and Activities

MOTION: MULARKY/CAMPOS move to amend to allocate \$43,500 to the Clubs and Activities for the 2018-19 academic year.

APPROVED

Mularky suggested that Clubs will receive all funding requested. Lund asked what needs to be reduced. Lund noted that there are three grants: Travel, Cultural, and Club. Mularky stated that the travel grants often run out before Spring semester begins. Lund stated that they are looking for a Movie Coordinator and a Global Cafe Coordinator that pay \$12/hour. Lund noted that front desk employees are paid over minimum wage and have not been paid through A.S. funds in the past. Mularky suggested that A.S. provide funding for \$3,500 for each position. Lund responded that it could be less at minimum wage. Mularky suggested that A.S. avoid determining those details and just allocate less funds so that the Clubs office may decide how to budget.

Drop-In Recreation - Pool

MOTION: MULARKY/CAMPOS move to amend to allocate \$25,850 to the Drop-In Pool for the 2018-19 academic year.

Mularky stated that the program is planning on reducing the time that the pool is open for by four hours each week. Mularky added that they are currently open for 44 hours a week and are closed on Sundays. Mularky noted that about \$3,000 would be saved by reducing the hours. Drop-In Recreation - Pool will operate with any funds that A.S. provides, and may be able to receive funding from Kinesiology and Recreation.

Lund asked if they wish to reduce their budget by about \$3,000. Mularky responded that they will reduce the budget by exactly \$2,585 which brings their total budget to \$25,850.

Drop-In Recreation

MOTION: MULARKY/CAMPOS move to amend to allocate \$3,746 to the Drop-In Recreation for the 2018-19 academic year. APPROVED

Mularky stated that they should receive their entire budget because they are not open for many hours.

Eric Rofes Multicultural Queer Resource Center

MOTION: MULARKY/CAMPOS move to amend to allocate \$18,570 to the Eric Rofes Multicultural Queer Resource Center for the 2018-19 academic year. APPROVED

Lund stated that the program is currently requesting \$23,780; for the 2016-17 academic year they were allocated \$15,710. Mularky noted that the application was filled out incorrectly and that they are requesting a higher budget so that they may be available to students for three more hours a week.

Campos asked how much does A.S. want to spend on programs for the upcoming year. Lund responded that it depends on what level that they want the A.S. reserves to be at, usually around 30%. Lund noted that 30% should be attainable if funds were moved from discretionary and the funds from the scholarship were reallocated. In total, A.S. may allocate up to \$1,000,000 and still maintain a reserve of 25-30%.

Mularky asked why the budget item Supplies & Services was increased by \$500. Esh responded that they would like to increase their budget so that they can successfully host events. Mularky noted that even by decreasing their hours of operations and not allocating \$500 for events that they will still be allocated more funds than the previous year.

Humboldt International Film Festival

MOTION: MULARKY/CAMPOS move to amend to allocate \$7,713 to the Humboldt International Film Festival for the 2018-19 academic year. APPROVED

Mularky said that there should be a decrease in judge travel by at least \$3,000, if not eliminate it because it does not go towards students. Mularky noted that HIFF is requesting a higher amount because they are waiting to see if they receive a travel grant. They have done this in the past and ended up with excess funds; the funds that were meant for the judges went towards another project. Lund clarified if the plan is to not give them \$6,500 for the judges in anticipation that they receive the grant. Mularky noted that last year A.S. funded only their salaries and wages. \$7,713 will be allocated for salaries and wages and the A.S. Board of Finance asks that HIFF may request from the discretionary when their reserves are spent down to \$4,000.

Rice asked how much HIFF has in their reserves. Mularky responded that they have \$10,000. Esh suggested

that the A.S. Board of Finance ask HIFF to use a portion of their reserves before requesting more money from A.S.

MOTION: MULARKY/CAMPOS move to amend the HIFF's budget language to state the program must have less than 50% of their reserves before requesting A.S. discretionary funds. APPROVED

Marching Lumberjacks

MOTION: MULARKY/CAMPOS move to amend to allocate \$4,000 to the Marching Lumberjacks for the 2018-19 academic year. APPROVED

Mularky stated that the budget of the Marching Lumberjacks for maintenance and equipment should be decreased to \$4,000.

MultiCultural Center

MOTION: MULARKY/CAMPOS move to amend to allocate \$44,981 to the MultiCultural Center for the 2018-19 academic year. APPROVED

Lund stated that in the 2016-17 academic year the MultiCultural Center they were allocated \$41,540 because there was a minimum wage increase and a one-time allocation of \$20,000 for Scholars without Borders was given to MCC to manage. Mularky suggested that they may want to decrease their retreat budget to \$1,300.

Rice asked what their retreat is about. Mularky responded that their retreat is a social event. Rice noted that there is a separate event for training, as well as an end-of-the-year retreat.

Oh Snap!

MOTION: MULARKY/CAMPOS move to amend to allocate \$10,000 to the Oh Snap! Campus Food Security Program for the 2018-19 academic year. APPROVED

Mularky stated that Oh Snap! has a number of grants to operate in addition to A.S. funds. Mularky visited the location and noted that they are fully stocked and have many paid staff. Mularky added that they receive \$130,000 in other funding in addition to grants they receive.

Scholars Without Borders

MOTION: MULARKY/CAMPOS move to amend to allocate \$5,727 to the Scholars Without Borders for the 2018-19 academic year. APPROVED

Lund noted that they have recently hired an interim director of MCC and Scholars Without Borders. Mularky stated that it would be best to provide funds for their salaries and wages. Lund suggested that they become a part of the MCC. Esh suggested that they may be able to reduce their wages because they are currently higher than minimum wage.

Sports Clubs

MOTION: MULARKY/CAMPOS move to amend to allocate \$33,000 to the Sports Clubs for the 2018-19

academic year.

APPROVED

Lund noted that teams spend a minimal amount to travel. Mularky added that lacrosse players pay out of pocket around \$500-600 per semester for fees. Mularky suggested that they eliminate the Medicare expense because A.S. does not fund health care. Mularky added that the trainer had their wage reduced by \$500 last year and they are asking the same salary before it was reduced. Last year, the student wages were also decreased by \$750. Mularky suggested that they are allocated the same amount that they did last year.

Student Access Gallery

MOTION: MULARKY/CAMPOS move to amend to allocate \$6,162 to the Student Access Gallery for the 2018-19 academic year. APPROVED

Lund noted that SAG's funding has been consistent throughout the years; this year they were allocated \$11,810. Mularky suggested they do not give them benefits as they do not operate during the summer.

Student Legal Lounge

MOTION: MULARKY/CAMPOS move to amend to allocate \$4,766 to the Student Legal Lounge for the 2018-19 academic year. APPROVED

Mularky noted that a former A.S. Board Member crafted this program and there are a few interested parties. Lund suggested that they collaborate with the housing liaison. Mularky stated that the program is looking at setting up in Nelson Hall. Rice added that they are reaching out to programs across campus. Mularky suggested that they receive the budget that they requested.

HSU Veterans Transition Program

MOTION: MULARKY/CAMPOS move to amend to allocate \$2,000 to the HSU Veterans Transition Program for the 2018-19 academic year. APPROVED

Mularky noted that they are working on outreach because about 10-18 people regularly attend events. Lund asked what kind of events there are. Mularky responded that they are primarily team building.

Mularky asked if A.S. has previously funded this program. Esh responded that they have received funds from the discretionary funds for events and travel. Esh noted that there is a resolution in support of the Veterans program. Lund noted that A.S. provides \$25,000 in travel grants. Mularky responded that the \$25,000 is for all clubs and this \$20,000 would be for one program.

Rice asked where they travel to. Mularky responded that they plan on a camping trip during the summer. Mularky added that they receive \$5,000 annually from a grant.

WRRAP

MOTION: MULARKY/CAMPOS move to amend to allocate \$39,725 to the WRRAP for the 2018-19 academic year. APPROVED

Lund noted that \$35,490 was allocated in the 2016-17 academic year. Mularky asked if the benefits amount is

correct. Lund responded that they calculated the benefits for the entire year, it should have just been for the summer. Esh suggested that they reduce it to \$500 and ask that they return funds that they do not use. Lund asked if the budget language be adjusted later. Esh responded that the language can be adjusted at the Board of Directors meeting. Mularky stated that if they remove their Take Back the tap Director then that program would shut down and suggests that they remove one of the Compost Directors. Mularky noted that there are mistakes in the Elections, In-House, and Benefits sections.

Womxn's Resource Center

MOTION: MULARKY/CAMPOS move to amend to allocate \$22,928 to the Womxn's Resource Center for the 2018-19 academic year. APPROVED

Lund asked about their publications sustainability and if it would be possible to create electronic versions. Mularky responded that books are more expensive to make and require more printing. Mularky noted that they have either completed or are currently planning Take Back the Night and Womxn's History Month.

YES House

MOTION: MULARKY/CAMPOS move to amend to allocate \$65,360 to the YES House for the 2018-19 academic year. APPROVED

Mularky stated that they have requested less than they have in the past from A.S. Esh responded that they have reduced their wages.

Learning Center

MOTION: MULARKY/CAMPOS move to amend to allocate \$20,000 to the Learning Center for the 2018-19 academic year. APPROVED

Mularky noted that they are only requesting funds for wages. Rice asked if they all get paid above minimum wage. Mularky responded that it is what makes the job appealing for students. Lund asked who determines their pay rate. Mularky responded that they do and added that if they were to receive less the Learning Center would most likely reduce hours to avoid decreasing wages.

A.S. General Operations

MOTION: MULARKY/CAMPOS move to amend the allocation amount to the A.S. General Operations for the 2018-19 academic year. APPROVED

Esh asked how much the stipends will be next year. Lund responded that it depends on if the Health fee increases because the stipend is created based on a percentage of student fees. Esh added that they will remove phone lines from the back office. Esh added that the supplies and services may decrease because of the shift to electronic documents. Lund added that the office will be able to operate in any budget that is set. Mularky stated the the goal is to not go over \$1,000,000 to keep the reserves at 30%. Mularky added that by adding the scholarship would get it to 26%.

A.S. Government

MOTION: MULARKY/CAMPOS move to allocate \$81,125 to the A.S. Government for the 2018-19 academic year.

APPROVED

Mularky suggested decreasing the supplies budget by \$1,000. Mularky inserted that the \$52,083.39 from the A.S. scholarship should be noted on the budget. Lund stated that the stipends may be increased because of the increase in student fees, though it may be difficult for A.S. to have those increased funds available next year.

General Discussion

No discussion.

Announcements

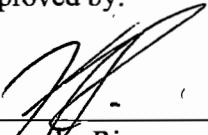
Adjournment

Rice adjourned the meeting at 2:53 p.m. without objection.

Recorded by:

Patric Esh
A.S. Board Coordinator

Approved by:



Cassandra Rice
Administrative Vice President

Associated Students Board of Finance
Humboldt State University
Meeting on Friday, March 2, 2018
Siemens Hall, Room 222
3:00 p.m.
Minutes #11

Call to Order

Kassandra Rice, Administrative Vice President, called the Board of Finance meeting to order at 3 p.m. on Friday, March 2, 2018 in Siemens Hall, Room 222.

Roll Call

Members Present: Norman Campos, Joey Mularky, Kassandra Rice

Members Absent: Genesea Black-Lanouette, Jake Engel

Advisor Present: Jenessa Lund

Approval of the Agenda

MOTION: MULARKY/CAMPOS move to approve Agenda #11 dated March 2, 2018. APPROVED

Chair's Report

No report.

Public Comments

No public comments.

Presentation

- A. Emily Hinton, CSU Student Trustee
Hinton will introduce themselves and discuss the CSU budget with the committee.

No presentation.

New Business

- A. Change Board of Finance Meeting Date and Time – **Action Item**
The Board of Finance will review alternative meeting dates and times for the Spring 2018 Semester.

MOTION: CAMPOS/MULARKY moved to approve to change the Board of Finance meeting date and time to Fridays at 3:00 p.m during the same week as a regularly scheduled Board of Directors meeting. APPROVED AS AMENDED

The committee reviewed available days and times the committee could meet. Esh noted that there needs to be 72 hours between the Board of Finance and Board of Directors meetings.

MOTION: MULARKY/CAMPOS moved to amend the meeting time to Fridays at 3:00 p.m. during the same week as a regularly scheduled Board of Directors meeting. APPROVED

Mularky noted that moving the meetings to the same week as the Board of Directors meetings would ensure that there is at least a 72 time between the two.

General Discussion

No discussion.

Announcements

No announcements.

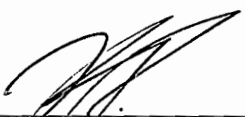
Adjournment

Rice adjourned the meeting at 3:09 p.m. without objection.

Recorded by:

Patric Esh
A.S. Board Coordinator

Approved by:



Kassandra Rice
Administrative Vice President



A.S. PROGRAM DISCRETIONARY FUND REQUEST FORM
(Hand-written submissions will not be accepted)

Name of A.S. Program: Piano Club

Contact Person: Lisa Ko

Phone: (510) 506-6774 Email: lak326@humboldt.edu

/piano@humboldt.edu

I. GENERAL NARRATIVE

Complete Description of Project or Item(s) To Be Purchased:

The Piano Club would like to invite a guest artist, Wenqing Bouche-Pillon to come and conduct a master class for the students of Humboldt State University, faculty, and community members. The master class is a class that will allow HSU students to learn from both the guest artist and the students who will be participating in the master class. Wenqing Bouche-Pillon will be leading the master class in the afternoon where admission is free for everyone.

Justification for A.S. Funding (How Will Students Benefit From This Expenditure?)

The piano master class will benefit HSU students in terms of learning about new piano teaching methods, techniques, interpretation of styles and career skills for finding jobs. This workshop is going to be part of "Women and Jobs" as well as diversity related questions based on the guest artist personal experience allowing students to get an idea of what they might want to do once they graduate from college.

How Has The Program Explored Environmentally/Socially Responsible Purchase Options?

N/A

II. REQUEST FOR DISCRETIONARY FUNDS BUDGET JUSTIFICATIONS

Please provide a detailed description for each expenditure item. Include how you arrived at specific figures and/or how you plan to spend this money.

Line Item 1: Master Class Fee Amount: \$ 1,500.00

Explanation:

The Master Class Fee is to pay for the guest artist's efforts that she put in to conduct the master class for our piano studio student that she will be coaching. She will also be talking about how she became successful in Music and that will benefit the students with thinking about what they can do in the future.

Line Item 2: _____ Amount: _____

Explanation:

Line Item 3: _____ Amount: _____

Explanation:

Line Item 4: _____ Amount: _____

Explanation:

Line Item 5: _____ Amount: _____

Explanation:

Line Item 6: _____ Amount: _____

Explanation:

III. INCOME AND EXPENDITURES

INCOME: List A.S. subsidy requested and other approved sources of income.

<u>Approved Funding Source</u>	<u>Amount:</u>
1. <u>Requested A.S. Funds</u>	<u>\$ 0.00</u>
2. _____	_____
3. _____	_____
Total Income:	<u>\$ 0.00</u>

INCOME: List potential sources of income.

<u>Potential Funding Source:</u>	<u>Amount:</u>	<u>Outcome:</u>
1. _____	_____	Pending
2. _____	_____	Pending
3. _____	_____	Pending
Total Income:	<u>\$ 0.00</u>	

Expenditures.

1. <u>Master Class Fee</u>	<u>\$ 1,500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
Total Expenditures:	<u>\$ 0.00 1500</u>

IV. REVIEWED BY:

D. Mineva Daniela Mineva 3/8/18
Program Advisor Name Signature Date

Erik MacLowe *Erik MacLowe* 3/8/18
Budget Administrator Name Signature Date