

Associated Students Board of Finance
Humboldt State University
Wednesday, April 10, 2013
Nelson Hall East, 116
Minutes #9

Approved
4-22-13

Call to Order

Paul Yzaguirre called the Board of Finance meeting to order at 6:00 p.m. on Wednesday, April 10, 2013 in the Nelson Hall East 116.

Roll Call

Members Present: Paul Yzaguirre, Ellyn Henderson, Jesse Carpentier

Members Absent: Tony Lapiz (excused), Stefan Kreid (unexcused)

Advisor Absent: Joan Tyson

Approval of the Agenda

MOTION: HENDERSON/CARPENTIER move to approve Agenda #9

APPROVED

Chair's Report

Yzaguirre reviewed the agenda with the Board of Finance.

Public Comment

There was no Public Comment.

Approval of the Minutes

A. Approval of Minutes #8 dated March 6, 2013 – Action Item

MOTION: HENDERSON/CARPENTIER move to approve the Board of Finance Minutes #8 dated March 6, 2013

APPROVED

Old Business

A. Request from the Campus Center for Appropriate Technology (CCAT) from Special Projects/Facilities Reserve in an amount not to exceed \$732 for costs associated with roof and gutter maintenance on the Buck House – Action Item
The roof and gutters of Buck House will be cleaned. Facilities Management will also correct the slope of the gutters to ensure proper drainage.

MOTION: HENDERSON/CARPENTIER move to approve the request from the Campus Center for Appropriate Technology (CCAT) from Special Projects/Facilities Reserve in an amount not to exceed \$732 for costs associated with roof and gutter maintenance on the Buck House

APPROVED

Emanuel Delgado, a CCAT Co-Director, was present on behalf of the request. Delgado explained that when the house was moved to its current location the gutter system was not corrected to align with the slope. Aligning the gutters will protect the house from damage and allow the rainwater catchment system to be fully utilized. Delgado explained that the quote was received from Plant Operations and costs include: labor, materials and a contingency for possible additional costs.

- B. Associated Students Reserve Policy Review and Amendments– Action Item
Recommended amendments to the Associated Students Reserve Policy include changing the percentage of the excess revenue amount allocated to each reserve fund designation annually. It also increases the amount the General Manager is authorized to commit up to should an emergency arise.

MOTION: HENDERSON/CARPENTIER move to approve the Associated Students Reserve Policy Review and Amendments APPROVED

Yzaguirre reviewed changes to the Associated Students Reserve Policy Review and Amendments. Changes to the policy will reallocate and reset the distribution of funds in each of the Associated Students Reserve Funds. The General Operations Reserve re-set balance will be 80% of the reserve balance; the Facilities/Special Projects Reserve will be 10% of the reserve balance; the Capital Purchases Reserve will be 10% of the reserve balance. Excess revenue amounts allocated to each reserve fund at the end of the fiscal year will be distributed in the same manner. Additional changes to the reserve policy will change the amount that the General manager may authorize for emergency or unscheduled needs to \$2,000 from \$1,000.

Announcements

Carpentier announced that the College of Professional Studies mixer will be on Tuesday, April 16 from 4:30 – 6:00 p.m. in the Great Hall.

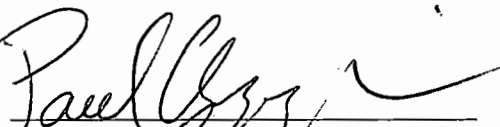
Adjournment

Yzaguirre adjourned the meeting at 6:17 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:



Paul Yzaguirre
A.S. Administrative Vice President
Chair Board of Finance