

Associated Students Finance Committee Meeting

Humboldt State University

Wednesday, August 26, 2020 at 1:30pm

Minutes #1 (Part 1)

Via Zoom <https://humboldtstate.zoom.us/j/97235330682>

Meeting ID: 972 3533 0682

Password: None

This meeting is being facilitated through an online Zoom format, consistent with the CA Governor's Executive Order N25-20 which suspended certain open meeting law restrictions

This meeting will be recorded and posted to the HSU AS Video Youtube channel for public availability.

- I. Called to Order at 1:30pm
- II. Roll Call – Quorum was present
(See the attached roll call and action/motion summary for details)
- III. Adoption of the Agenda – **Adopted**
- IV. Public Comment – there was no public comment
- V. New Business
 - a. [Standing Rules & Meeting Schedule](#) – **Amended & Adopted**
The Committee reviewed the 2020-21 Standing Rules & Meeting Schedule, made amendments to Standing Rules and adopted the amended Standing Rules & Meeting Schedule. (See the attached roll call and action/motion summary for details. See the attached adopted Standing Rules & Meeting Schedule)
 - b. Review of the [A.S. Club Grants Application](#) - **Discussed**
The Committee reviewed the Google form for the Club Grants Application and discussed how to ensure that A.S. funded events were accessible via virtual settings and acknowledged there's a need to adjust the timeline in the application to follow the newly approved meeting schedule.
 - c. [Unaudited Financial Statements for 2019-20 Quarter 4](#)- **Reviewed**
Sarah Long, Associate Director for Auxiliary Accounting at HSU presented the 4th Quarter Unaudited Financial Statements.
- VI. Announcements – there were no announcements
- VII. Adjournment – Adjourned at 3:04pm

Minutes #1 (Part 2)

Standing Meeting #1 on August 26, 2020			
Called to Order at 1:30pm	Q: 2	2/3: 2	
Attendance	Present	Absent	Excused
David Lopez (AVP & Chair)	1		
Jeremiah Finley (PRES)	1		
Roman Sotomayor (SJEO)	1		
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Jenessa Lund (Advisor)	X		
Total	3	0	0

Others Present: Sarah Long, Cynthia Hawking

Summary of Action Items and Motion				
Item of Business: ADOPTION OF THE AGENDA				
Motion:	To adopt the agenda dated August 26, 2020			
First:	Sotomayor			
Second?	Yes	AYE	NAY	ABSTAIN
		Votes	2	0
			0	0
Status	The motion to adopt was APPROVED			
Item of Business: STANDING RULES & MEETING MINUTES				
Motion:	To amend the Standing Rules I. Meetings Item F. to be "Meetings will adjourn by a motion to adjourn and a majority vote of the A.S. Finance Committee."			
First:	Finley			
Second?	Yes	AYE	NAY	ABSTAIN
		Votes	2	0
			0	0
Status	The motion to amend was APPROVED			
Motion:	To amend the Standing Rules II. Business Item A. to strike "1. For purposes of computing a majority or two-thirds approval, only yes and no vote shall be taken into account."			
First:	Finley			
Second?	Yes	AYE	NAY	ABSTAIN
		Votes	2	0
			0	0
Status	The motion to amend was APPROVED			
Motion:	To adopt the amended Standing Rules & Meeting Schedule			
First:	Finley			
Second?	Yes	AYE	NAY	ABSTAIN
		Votes	2	0
			0	0
Status	The motion to adopt was APPROVED			
Item of Business: ADJOURNMENT				
Motion:	To adjourn the meeting at 3:04pm			
First:	Finley			
Second?	Yes	AYE	NAY	ABSTAIN
		Votes	2	0
			0	0
Status	The motion to adjourn was APPROVED			

**Associated Students Finance Committee
2020-21 Standing Rules**

ADOPTED: August 26, 2020

I. MEETINGS

- A. The Associated Students of Humboldt State University A.S. Finance Committee shall conduct its business in public meetings in accordance with the Gloria Romero Open Meeting Act of 2000.
- B. All regular meetings will convene at 1:30 p.m. unless otherwise noted.
- C. A quorum shall consist of a simple majority of the filled voting seats.
- D. A Special Meeting may occur as needed by the A.S. Finance Committee with appropriate written notice.
- E. A majority vote of the A.S. Finance Committee shall be required for approval of all allocations of Associated Students funds.
- F. Meetings will adjourn by a motion to adjourn and a majority vote of the A.S. Finance Committee.
- G. All meetings of the A.S. Finance Committee shall be open and public, and all persons shall be permitted to attend any meeting, except as provided in the Gloria Romero Open Meeting Act of 2000.
- H. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)
 - Every A.S. Finance Committee agenda for regular meetings shall provide an opportunity for members of the public to directly address the A.S. Finance Committee 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 A.S. Finance Committee may briefly respond to statements made or questions posed by a person exercising his or her public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. The A.S. Finance Committee 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.

Adopted August 26, 2020

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.

- I. All members and visitors are expected to comport themselves in accordance with the respectful attitude necessary to conduct business meetings.

II. BUSINESS

- A. All parliamentary authority for the A.S. Finance Committee shall be from Sturgis Standard Code of Parliamentary Procedure.
- B. All Business (funding proposals, line-item changes, etc.) shall be submitted in writing to the A.S. Administrative Vice President and the A. S. Board Coordinator by 5:00 p.m. on the Thursday of the academic workweek preceding the meeting it is on. The A.S. Board Coordinator will distribute the proposed items to each member of the A.S. Finance Committee and the Executive Director.
- C. No action may be taken on any proposal until that issue has been publicly posted for at least 72 hours before a regular meeting.
- D. When considering an action item listed under Old Business the A.S. Finance Committee will:
 - 1. Receive a presentation by the author.
 - 2. Receive comment from members of the public.
 - 3. Make a motion for action.

III. ADOPTION

- A. These standing rules shall be adopted by a majority vote of the A.S. Finance Committee and will be on-going year-to-year. They may only be amended or modified by a 2/3 vote of the A.S. Finance Committee.

**Associated Students Finance Committee
2020-21
Meeting Schedule**

Meetings of the A.S. Finance Committee are to be held at 1:30-3:00pm via Zoom

FALL SEMESTER

Wednesday, August 26, 2020
Wednesday, September 2, 2020
Wednesday, September 9, 2020
Wednesday, September 16, 2020
Wednesday, September 23, 2020
Wednesday, September 30, 2020
Wednesday, October 7, 2020
Wednesday, October 14, 2020
Wednesday, October 21, 2020
Wednesday, October 28, 2020
Wednesday, November 4, 2020
---Veteran's Day---
Wednesday, November 18, 2020
---Fall Break---
Wednesday, December 2, 2020
Wednesday, December 9, 2020
---Winter Break---

SPRING SEMESTER

Wednesday, January 20, 2021
Wednesday, January 27, 2021
Wednesday, February 3, 2021
Wednesday, February 10, 2021
Wednesday, February 17, 2021
Wednesday, February 24, 2021
Wednesday, March 3, 2021
Wednesday, March 10, 2021
---Spring Break---
Wednesday, March 24, 2021
---Cesar Chavez Day---
Wednesday, April 7, 2021
Wednesday, April 14, 2021
Wednesday, April 21, 2021
Wednesday, April 28, 2021
Wednesday, May 5, 2021