

Associated Students Board of Finance
Humboldt State University
Wednesday, November 12, 2014
Nelson Hall East, 120
Minutes #4

Call to Order

Ana Cortes, Administrative Vice President, called the Board of Finance meeting to order at 9:36 a.m. on Wednesday, November 12, 2014 in the Nelson Hall East 120.

Roll Call

Members Present: Ana Cortes, Jerry Dinzes, Thomas Kupelian, Taylor Mitchell

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: MITCHELL/DINZES move to approve Agenda #4 dated November 12, 2014

APPROVED

Chair's Report

Cortes had no report.

Public Comment

Dinzes reported that in September he had promised a donation to the ALS Ice Bucket Challenge, but that students had expressed concern about testing done on animals in ALS research. Dinzes will be bringing the ALS Ice Bucket Challenge donation forward as a discussion item.

Approval of the Minutes

MOTION: MITCHELL/KUPELIAN move to approve the Board of Finance Minutes #3 dated October 22, 2014

APPROVED

Old Business

- A. 2015-16 AS Budget Timeline and Application Materials – Information Item
The Associated Students Board of Finance will review draft materials to be used for the 2015-16 Budget Process. The AS Budget Timeline and Application Materials will appear as an action item on the December 3, 2014 Board of Finance agenda. Draft Budget Timeline and Application materials will be provided at the Board of Finance Meeting.

Tyson reviewed draft budget application materials and explained that the materials are very similar as past budget applications. Tyson reviewed the AS Budget Process Timeline and noted that the Board of Finance will be meeting on Saturday, February 28 for budget hearings. Tyson reviewed the Budget Memo which provides important notes for budget applicants to review while preparing their budget. Tyson reviewed the Budget Grid and explained that each program is required to complete the budget grid that provides information on projected income and proposed budget expenditures. Tyson noted that the budget application also includes a form for director description and budget justifications to provide more detailed descriptions for line items

and employee job descriptions. Tyson reviewed the Budget Narrative which included changes to question number two (program goals) and question number three (participation) to provide the Board of Finance with additional information on the goals and student participation of the program. The Board of Finance discussed potential modifications to questions two and three and members may provide Tyson with potential language to discuss at the December 3, 2014 meeting at which time the budget application materials are scheduled to be approved.

Announcements

Dinzes announced that the Board of Trustees will be considering the CSSA Student Involvement and Representation Fee in January, 2015.

Adjournment

Cortes adjourned the meeting at 10:06 a.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:



Ana Cortes
Administrative Vice President