

Associated Students Board of Finance
Humboldt State University
Monday, November 30, 2015
Nelson Hall East, 120
Minutes #4

Call to Order

Alexis Hernandez, Administrative Vice President, called the Board of Finance meeting to order at 3:00 p.m. on Monday, November 30, 2015 in Nelson Hall East 120.

Roll Call

Members Present: Juan Cervantes, Graciela Chipres, Alexis Hernandez, Joseph Mularky (late),
Jonah Platt

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: CHIPRES/CERVANTES move to approve Agenda #4 dated November 30, 2015
APPROVED

Chair's Report

Hernandez had nothing to report.

Public Comment

There were no public comments.

Approval of Minutes

MOTION: CHIPRES/PLATT move to approve Minutes #3 dated November 9, 2015
APPROVED

Old Business

- A. 2016-17 AS Budget Timeline – **Action Item**
Review and Approval of the 2016-17 AS Budget Timeline.

MOTION: PLATT/CHIPRES move to approve the 2016-17 AS Budget Timeline APPROVED

Tyson reviewed the AS Budget Timeline with the Board of Finance. Tyson noted to save the date on Saturday, February 27, 2016. Cervantes asked if there were any obligations from other committee members regarding the meeting on January 20, 2016. Tyson noted there would not be. Cervantes also asked if the information could be published on the website. Platt asked when would be the best time for students to provide feedback in the schedule. Tyson answered there will be time for public

comment during the meetings.

Mularky arrived at 3:06 p.m.

B. 2016-17 AS Budget Application Materials – Action Item

Review and Approval of the 2016-17 AS Budget Application Materials.

Tyson reviewed the 2016-17 AS Budget Application Materials in detail. The AS Programs will receive the Budget Application Materials in early January 2016. The packet will include a memo that outlines important notes for programs to keep in mind as they prepare their budget, a budget grid, director descriptions, budget justifications, a budget narrative and a copy of the AS Mission statement.

MOTION: CHIPRES/PLATT move to approve the 2016-17 AS Budget Application Materials
APPROVED

Chipres asked how the meeting time was scheduled January 20, 2016. Chipres was concerned that AS programs might not be able to attend some of the meetings. Tyson noted the meetings were not mandatory for AS programs, but highly recommended. She can meet with programs who cannot make the scheduled meeting times.

C. Associated Student Budget Plan and Five-year Budget – Action Item

President Rossbacher has asked each auxiliary organization to provide her with our business plan and a five-year financial or budget plan. This should be developed with the input and support of our governing body. The due date is January 2, 2016.

MOTION: PLATT/CHIPRES move to approve the Associated Student Budget Plan and Five-year Budget
APPROVED

Tyson discussed the item. Tyson noted the revisions in the Service Analysis section beginning on page 6. Tyson reviewed the Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis in detail as it has been added since the last meeting. Platt asked that the word “addressing” be added between “promote an array” to read “promote addressing an array” in the Strengths-Programs and Services bullet. The Board of Finance agreed with that change. Mularky asked about external factors such as supply costs, benefit costs, and minimum wage increase being a threat instead of a weakness. The Board also agreed with that change. Tyson noted the suggestions.

Lack of recognition of services by AS programs is a problem. Cervantes noted the AS programs are becoming less student driven and led. Chipres asked for an example of this. Cervantes noted the MultiCultural Center (MCC) is an organization that has become more staff led vs. student. It was noted that during an AS Council meeting members of the Black Student Union expressed that other groups on campus were using their ideas without permission. Sesanto commented on the “Threats” regarding budget. He provided language to expand that section to read...”Also, freezes or cuts to HSU enrollment or CSU funding could put strain on the AS budget by increasing demand for current AS services or propagate the need to expand AS programs”.

Language was also added in the Future Plans section to strengthen goal bullet six to include “actively heard, respected, and valued in decision making” and goal bullet 8 to include the word “assess”.

Brian Mitchell, HSU Director of Financial Services, asked if the rationale in the budget could include more detail. Tyson explained some of the projected changes were provided by the HSU Budget Office and this will be noted. Cervantes also noted the Council changes their focus from year to year. Tyson noted the goals in the Looking Forward section will have costs that are either staff time or program enhancements. Platt discussed shared governance and asked to include a few items. Cervantes provided some feedback. Platt also asked about outreach strategies that have worked and have not worked.

Announcements

There were no announcements.

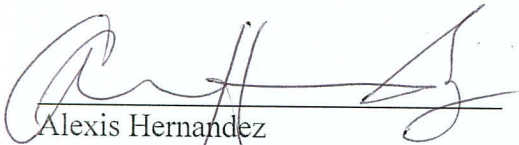
Adjournment

Hernandez adjourned the meeting at 4:00 p.m. without objection.

Recorded by:

Patric Esh
A.S. Council Assistant

Approved by:

A handwritten signature in black ink, appearing to read 'Alexis Hernandez', written over a horizontal line.

Alexis Hernandez
Administrative Vice President