

**\*\*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-LANOUEETTE/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:



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Kassandra Rice  
Administrative Vice President