

ASSOCIATED STUDENTS, INC.
California State University, San Bernardino

BOARD OF DIRECTORS

MINUTES

MAY 23, 2017

The meeting was called to order by the President, Alejandro Gutierrez at 12:04 p.m.

Present: Alejandro Gutierrez, Quin Kochman, Jesse Felix, Andrea Davalos, Georgette Helo, Theodore Fiawoo, Dr. Brian Haynes, Atoshi Khosru, Sean Maulding, Andre Harrington, Thomas Robles, Donal Martinez and Dr. Alysson Satterlund.

Absent: Connor Dickson (class conflict), Dr. Kathie Pelletier (excused), Michael Kampbell (excused) and Jodi Buckley (excused).

Guests: Amanda Monroy, Alfredo Barcenas and Melissa Patton.

APPROVAL OF THE MINUTES:

Dr. Satterlund mentioned that under BD 47-17, respected departments should be changed to *respective* departments.

The minutes of May 9th were approved with the above correction.

REPORTS:

President: Mr. Gutierrez stated that the CSU is asking for feedback in regards to the Executive Order 1100 GE package. The current officers will be meeting with the faculty members in charge of receiving the feedback on Friday; if anyone is interested in attending, please e-mail him.

ADOPTION OF AGENDA:

M/S Robles/Maulding: To place BD 46-17 at the top of the agenda. Passed.

The agenda was adopted as amended.

OLD BUSINESS:

BD 46-17 M/S Robles/Martinez: Review and approval of the ASI 2017-18 annual budget. (Second Reading)

Mr. Felix explained that the Activities Committee – Special Events budget was reduced substantially from \$90,000.00 to \$60,000.00. The Leadership Program – Program budget was reduced from \$75,000.00 to \$39,250.00. Some of the funds being decreased will go towards student staffing since it was under allocated.

Discussion followed with questions from the Board. Passed (10/0/2).

BD 42-17 M/S Haynes/Davalos: Revision of the ASI Box Office Policy and Procedures. (Third Reading)

Mr. Gutierrez mentioned there weren't many changes since the second reading of the ASI Box Office Policy and Procedures.

Page 2:

Section 1(e):

To strike "Special operating hours by other entities may be arranged; however, the cost of the student assistant's wages must be borne by that entity and will be agreed to in writing prior to accepting the tickets for sale, and must be approved by the ASI Executive Director".

Page 4:

Section 3(b):

To strike "and in accordance with ICSUAM 31.02.10".

Discussion followed with questions from the Board.

M/S Harrington/Robles: To table BD 42-17 until next week's meeting in order to have the document reviewed by General Counsel. Passed.

NEW BUSINESS:

BD 49-17 M/S Harrington/Robles: Adoption of CSUSB Hygiene Product Collection and Donation Drive.

Background: The Board will be taking an official stance for CSUSB ASI to continue and further progress a yearly collection of unused complimentary hotel bath amenities and personal hygiene products during staff and student travel.

Ms. Monroy distributed the Hygiene Product Collection and Donation Drive document.

Ms. Monroy explained that a study showed that 24% of students in the CSU are considered food insecure and that 64% of food insecure students also reported experiencing some type of housing insecurity as well. The needs of CSUSB students are a priority so it is a mission of the CSUSB Den to assist students who face insecurity or scarcity on our campus. ASI will be partnering up with the DEN to contribute in any way possible to combat food insecurity and housing displacement. ASI aims to reach out to as many students possible with the launching of the ASI Hygiene Product Collection and Donation Drive to the CSUSB DEN Food Pantry in hopes to expand this project across all the CSU campuses. The objective of this project is to collect unused complimentary hotel bath amenities and personal hygiene products during ASI staff travel including yearly staff/student retreats, conferences and monthly CSSA plenary meeting to donate to the CSUSB Food Pantry and the DEN.

Discussion followed with questions from the Board. Passed (12/0/0).

BD 50-17 M/S Helo/Martinez: Revision of the Financial Policy and Procedures. (First Reading)

Ms. Davalos spoke on behalf of Mr. Dickson.

Page 3:

To strike all of section 2a(3).

Section 2a(4):

To strike "Operating Reserves account (RN001-A4200-1001-630044)" and replace with "Unrestricted Net Assets Account".

Ms. Kochman mentioned the account numbers will be included when the document is finalized.

Page 4:

To strike all of section 2a(6).

To strike all of section 2a(7).

Section 2a(8):

To strike "ASI Operating Reserves account" and "or ASI CAB account" and replace with "other than PDC reserves".

Page 6:

Section 3:

To add section 3a(8):

The ASI Finance Committee will have the authority to approve internal transfers and external requests of up to \$5,000.00 within existing line items without going to the ASI BOD for approval. Any transfers from Unrestricted Net Assets must go to the BOD for approval.

To add section 3a(9):

The ASI Finance Committee will have the authority to allocate up to \$5,000.00 per request from the ASI Donations line item without approval of the BOD. Any larger amounts must go to the BOD approval.

i. The Finance Committee will only consider request(s) up to \$5,000.00 annually per organization. For example the aggregate total will not exceed \$5,000.00 per year.

Discussion followed with questions from the Board.

Discussion closed.

M/S Maulding/Harrington: To re-open BD 42-17. Passed.

Mr. Maulding suggested the following change to the ASI Box Office Policy and Procedures:

Page 3:

Section 2e:

To strike "bought" and replace with "purchased".

To strike "that the ticket exchange or refund is allotted in writing" and replace with "their approval of the specific ticket(s) exchange or refund in writing".

M/S Maulding/Martinez: To table BD 42-17 until next week's meeting with the above amendments.

Passed.

ANNOUNCEMENTS:

Mr. Harrington recognized the Board and Mr. Felix for their diligence and their commitment to their duties.

Mr. Barcenas announced there will be an invitation sent out to all programming departments on campus for a meet and greet mixer. Staff members on campus want to appreciate students during finals week and will provide snacks and coffee for students in a cart that will be maneuvering around campus.

MOTION TO ADJOURN



Quin Kochman
Executive Vice President