

# **BAC MEETING**

**Venue: F5-211**

**July 12, 2018**

**5:00 pm**

1301 Avenida Cesar Chavez, Monterey Park, CA 91754

## **MINUTES**

**East  
Los  
Angeles  
College**



**BUDGETARY AFFAIRS COMMITTEE**



### **I. CALL TO ORDER - 5:00 pm**

### **II. ROLL CALL**

- Sonia Lopez, ASU Advisor (P)
- Frank Lozano, Faculty Rep (P)
- Michelle Keung, ASU President (P)
- Juan Carlos Casillas, VP Finance (P)
- Amber Arias, Treasurer/Student Rep (P)
- Ann Chen, Fiscal Rep (A)
- Ruth Siguenza, Fiscal Minuter (A)

### **III. APPROVAL OF MINUTES**

- None as this was the first meeting of 2018-2019 academic year.

### **IV. PUBLIC FORUM (2 MIN. PER SPEAKER) - Monique Hernandez - Greeted ASU Board**

### **V. FINANCIAL REPORT - The total operating budget for the 2018-2019 academic year is \$225,000.00.**

### **VI. TREASURER REPORT - NONE**

### **VII. REALLOCATION OF FUNDS**

- Reallocate \$300 from Acct. #60529 to ASU Equipment. #60429 • Moved: Michelle Keung, ASU/2nd: Amber Arias, Treasurer/Student Rep
- Approved unanimously

### **VIII. DISCUSSION ITEMS: Audit Findings Update - NONE for the moment. Advisor Lopez will ask fiscal for updates for next BAC meeting.**

### **IX. ACTION ITEMS (5 MIN. PER SPEAKER)**

#### **A. Inter- Board Funding: ELAC Dodger Day - \$9,310**

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung discussed event; Funds will be used to purchase 200 game tickets for ASU members. These tickets will be handed out during club rush.

*ASU President Michelle Keung moved to recess for five minutes/ 2<sup>nd</sup> Frank Lozano, Faculty Rep Called BAC meeting back to order at 5:14pm*

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- ASU President Michelle Keung moved to amend Dodger tickets from 200 to 100/ 2<sup>nd</sup> Amber Arias, Student Rep
  - Discussion: over dollar amount and tickets amount. Conclusion is to amend the dollar amount instead of ticket amount.
  - Vote: Opposed: 5 / denied unanimously
  - ASU President moved to amend Dodger game dollar to \$5,000/ 2<sup>nd</sup>
  - Amount AMENDED from \$9,310 to \$5,000 Amber Arias, Student Rep
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$5,000 from Social Cultural Acct. #62030**
- B. Inter- Board Funding: Mexican Independence Parade - \$3,120
- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$3,120 from Multi- Cultural Activities Acct. #62035**
- C. Inter- Board Funding: Gifts Athletes \$3,245
- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
  - Discussion: Amber Arias, Student Rep reads description on the request
  - Vote: opposed: 2/ Not opposed: 3
  - Roll Call: VP of finance: Yes, ASU President: No, Student Rep: No, Faculty Rep: Yes, ASU ASU Advisor: No (Vote outcome 4 NO and 1 YES)
  - **Item DENIED**
- D. Inter- Board Funding: Fall 2018 Club Rush \$2,423
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Michelle Keung, ASU President moves to amend the amount of photobooth to be split with DJ cost/ / 2<sup>nd</sup> Amber Arias, Student Rep
  - \$1,600 specifically will be for photobooth and DJ.
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$2,423 from Social Cultural Acct. #62030**
- E. Inter-Board Funding: Scantrons and green books \$1,300
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$1,300 from ASU Promotions Acct. #63720**
- F. Inter-Board Funding: ASU new camera \$800
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
  - Discussion: Jesika De Jesus, ASU VP of Public Relations read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$800 from ASU Equipment Acct. #60429**

G. Inter-Board Funding: Printer ink for VPF, VPA, VPPR, Treasurer, Secretary and President \$730

- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
- Discussion: Amber Arias, Student Rep reads description on the request
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$730 from Supplies Acct. #70619**

H. Inter-Board Funding: ASU name plaques for meetings and events \$730

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$730 from Supplies Acct. #70619**

I. Inter-Board Funding: ASU cork board-white board \$600

- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
- Discussion: Amber Arias, Student Rep reads description on the request
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$600 from Supplies Acct. #70619**

J. Inter-Board Funding: ASU executive business cards \$450

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$450 from Supplies Acct. #70619**

K. Inter-Board Funding: Office supplies for President \$150

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$150 from Supplies Acct. #70619**

L. Inter-Board Funding: Office supplies for EVP \$150

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request

- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$150 from Supplies Acct. #70619**

M. Inter-Board Funding: Office supplies for treasurer \$150

- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
- Discussion: Amber Arias, Student Rep reads description on the request
- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$150 from Supplies Acct. #70619**

N. Inter-Board Funding: Office supplies for VPF \$150

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$150 from Supplies Acct. #70619**

O. Inter-Board Funding: Office supplies for secretary \$150

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$150 from Supplies Acct. #70619**

P. Inter-Board Funding: Office supplies for VP Southgate \$150

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
- No opposition on the amendment
- Vote: Opposed: 0 / passes unanimously
- **Item APPROVED for \$150 from Supplies Acct. #70619**

Q. Inter-Board Funding: Office supplies for Chief Delegate \$150

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- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
  - No opposition on the amendment
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$150 from Supplies Acct. #70619**
- R. Inter-Board Funding: Office supplies for VPPR \$150
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup> Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Michelle Keung, ASU President moved to add an amendment: Supplies can purchase from different vendors other than office depot with valid receipts. 2<sup>nd</sup>: Amber Arias, Student Rep
  - No opposition on the amendment
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$150 from Supplies Acct. #70619**
- S. Inter-Board Funding: Release I.C.C funds \$5,000
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$5,000 from Inter- Club Council Acct. #40001**
- T. Inter-Board Funding: Release ASU salaries \$2,500
- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
  - Discussion: Amber Arias, Student Rep reads description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$2,500 from ASU Salaries Acct. #61029**
- U. Inter-Board Funding: Release student conference funds \$20,000
- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Unanimously opposition
  - **Item DENIED**
- V. Inter-Board Funding: Release funds for stipends \$7,500
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$7,500 from Stipends Acct. #61039**

- W. Inter-Board Funding: Release ASU scholarship \$10,000
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$10,000 from ASU Scholarship Acct. #61050**
- X. Inter-Board Funding: Release club seed funds \$40,000
- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President
  - Discussion: Amber Arias, Student Rep reads description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$40,000 from Club Seed Funds Acct. #62450**
- Y. Inter-Board Funding: Release graduation reception funds \$8,000
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$8,000 from Graduation Reception Acct. #63675**
- Z. Inter-Board Funding: Release ASU hospitality funds \$5,000
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Michelle Keung, ASU President moves to add and amendment for ASU hospitality funds can be used for food for meetings, 2<sup>nd</sup>: Amber Arias, Student Rep
  - Amendment Vote: Opposed: 0 / passes unanimously
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$5,000 from ASU Hospitality Acct. #63701**
- AA. Inter-Board Funding: Release mileage expenses \$500
- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
  - Discussion: Michelle Keung, ASU President read the description on the request
  - Michelle Keung, ASU President moves to add an amendment for mileage expenses for start point to be at ELAC to a conference. 2<sup>nd</sup>: Amber Arias, Student Rep
  - 1<sup>st</sup> Amendment Vote: Opposed: 0 / passes unanimously
  - Michelle Keung, ASU President moves to add a 2<sup>nd</sup> amendment: Uber, Lyft and Taxi will be paid only if the start point is from ELAC to the conference/ 2<sup>nd</sup>: Amber Arias, Student Rep
  - 2<sup>nd</sup> Amendment Vote: Opposed: 0 / passes unanimously
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$500 from Mileage Expense Acct. #70519**
- BB. Inter-Board Funding: Furniture for study lounge \$7,000
- Moved: Amber Arias, Student Rep, / 2<sup>nd</sup>: Michelle Keung, ASU President

- No discussion given that there is no name either signature on the proposal
- Vote: Opposed: 0 / passes unanimously
- Item is **POSTPONE UNTIL NEXT MEETING**

**CC. Club Events Expenditures over \$1,000**

**X. STUDENT REP FEE**

**A. ASU summer 2018 retreat \$7,000**

- Moved: Michelle Keung, ASU President / 2<sup>nd</sup>: Amber Arias, Student Rep
- Discussion: Michelle Keung, ASU President read the description on the request
- Motion for ASU board members, faculty and staff be reimbursed for traveling mileage, Lyft, Uber and Taxi. Michelle Keung, ASU President so moves/ 2<sup>nd</sup>:Amber Arias, Student Rep
- Amendment Vote: Opposed: 0 / passes unanimously
- Vote: Opposed: 0 / passes unanimously
- Item **APPROVED** for \$7,000 from Student Rep Fee Acct. #61200

**XI. NEW BUSINESS / UNFINISHED BUSINESS- NONE**

**XII. NEXT MEETING - TBN**

**XIII. ADJOURNMENT - Having reached the end of the agenda, the meeting was adjourned at 8:27 pm**