

# **BAC MEETING**

**Venue: G1-301F**

**February 09, 2016**

**12:30 pm**

1301 Avenida Cesar Chavez, Monterey Park, CA 91754

## **Special Meeting MINUTES**



### **I. CALL TO ORDER**

- The meeting was called to order 12:30 p.m.

### **II. ROLL CALL**

- VP Finance – Lynette Dolatre
- Advisor – Sonia Lopez
- Student Rep – Yareli Contreras
- ASU President – Romel Lopez
- Faculty Rep – Frank Lozano
- Shay Razfar, Fiscal Office Rep
- Ruthy Siguenza – Minuter

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

- Pending for next meeting

### **IV. PUBLIC FORUM (2 MIN. PER SPEAKER)**

- None

### **V. FINANCIAL REPORT**

- Current Budget is \$110,763.71
- Please see attached VP of Finance Budget Report
  
- Move out of order: Yareli Contreras, Student Rep
  - Moved by: Yareli Contreras, Student Rep
  - 2<sup>nd</sup>: Romel Lopez, ASU President
  - Due to student having to attend class
- *See Action Item B – ISAP Lunar Year*

### **VI. REALLOCATION OF FUNDS**

- A. Reallocate \$3000 from Bank Service charges Acct. #70220 to Multi-Cultural Activities Acct. #62035
  - Moved by: Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Yareli Contreras, Student Rep

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- Opposed: 0 / passes unanimously
- Item APPROVED to reallocate funds from Bank Service Charges Acct. #70220 to Multi-Cultural Activities Acct. #62035

#### B. Returning Funds

- Move to return funds: Romel Lopez, ASU President
- 2<sup>nd</sup> by: Yareli Contreras, Student Rep
  - a. Return funds to Supplies Acct. #70619 in the amount of **\$4.66** from Blue Tape-Unused Funds
  - b. Return funds to Promotions Acct. #63720 in the amount of **\$306.13** from 2 different items: from USB Flash Drive Giveaway-\$100, Unused Funds and Main & South Gate Campus Burritos Food Giveaway-\$206.13, Unused Funds
  - c. Return funds to Multi-Cultural Activities Acct. #62035 in the amount of **\$19.25** from 2 different items: Chicano Studies 4<sup>th</sup> Annual Dia De Los Muertos Festival-\$0.25, Unused Funds and 12<sup>th</sup> Annual Student Altar Exhibit-\$19, Unused Funds
  - d. Return funds to Social-Cultural Activities Acct. #62030 in the amount of **\$88.91** from SAAVE Team Domestic Violence Awareness Month-Unused Funds
  - e. Return Funds to Student Conferences Acct. #60129 in the amount of **\$0.03** from Transfer Center-Campus Engagement-Unused Funds
  - f. Return Funds to Student Rep Fee Acct. #28030 in the amount of **\$5310.64** from 7 different items: (1) Robert's Rules of Order-\$21.15, Unused Funds; (2) Summer Retreat-\$170.31, Unused Funds; (3) Sacramento Council Trip October, Representative-\$500, Unused Funds; (4) Leadership Institute Training-\$600, Unused Funds; (5) Parliamentarian Training-\$221.50, Unused Funds; (6) Raise Your Game Conference, St. Louis Missouri-\$1000, Unused Funds; (7) Student of Color Conference 11/6 to 11/8/15-\$2728.10, Unused Funds

- Opposed: 0 / passes unanimously
- Item APPROVED

### VII. DISCUSSION ITEMS

- Audit Findings Update
  - Sonia Lopez: Set up a meeting or have Ann and Erlinda attend a BAC meeting. Per Auditors request ASU budget needed to be on SAP and off campus account needs to be closed. Auditor will return in April or May to see if we are complying with the audit findings.
  - Item to be left on agenda for the whole semester

### VIII. ACTION ITEMS (5 MIN. PER SPEAKER)

- A. Inactive Club Account Sweep
  - Moved by: Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Yareli Contreras, Student Rep

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- Sonia Lopez: In compliance with the audit finding inactive club accounts will be closed and funds moved into other accounts.
  - Create a new account, Inactive Accounts (starting with 23) and sweep \$16,733.40 from inactive accounts
    - Moved by: Yareli Contreras, Student Rep
    - 2<sup>nd</sup> by: Romel Lopez, ASU President
    - Opposed: 0 / passes unanimously
    - Item APPROVED (see attachment for accts)
- B. Community Funding: International Students Advancement Program (ISAP) - Lunar New Year Celebration for \$1,408.09
- Entertained before Reallocation of Funds
  - Moved by: Yareli Contreras, Student Rep
  - 2<sup>nd</sup>: Romel Lopez, ASU President
  - Opposed: 0 / Passes Unanimously
  - Item APPROVED in the amount of \$1,408.09 from Multicultural Activities Acct. #62035
  - Moved back to natural order of the day
- C. Community Funding: Accounting Club – SF University Tours - \$1,000
- Moved by: Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Yareli Contreras, Student Rep
  - Stipulation: Funds used to cover the costs of non-club members
    - Moved by Yareli Contreras, Student Rep
    - 2<sup>nd</sup> by: Romel Lopez, ASU President
  - Opposed to funding with stipulation: 0 / passes unanimously
  - Item APPROVED with stipulation for \$1,000 from Social Cultural Acct. #62030
- D. Match Funding: Accounting Club – SF University Tours - \$643.15
- Moved by: Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Yareli Contreras, Student Rep
  - Opposed: 0 / passes unanimously
  - Item APPROVED for \$643.15 from Social Cultural Acct. #62030
- E. Campus Tours Funding: Accounting Club – SF University Tours - \$1,000
- Moved by: Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Yareli Contreras, Student Rep
  - Opposed: 0 / passes unanimously
  - Item APPROVED for \$1,000 from College Campus Tours Acct. #50150
- F. Campus Tours Funding: Adelante/FYE – Norther California University Trip - \$1,000
- Moved by: Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Yareli Contreras, Student Rep
  - Stipulation: ASU Funds used for food and students must be ASU members

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- Opposed to add stipulation: 0 / stipulation added
- Opposed to fund with stipulation: 0 / passes unanimously
- Item APPROVED for \$1,000 from College Campus Tours Acct. #50150

G. Inter Board Funding: ASU – Mental Health Awareness - \$100

- Moved by: Romel Lopez, ASU President / 2<sup>nd</sup> by: Yareli Contreras, Student Rep
- Postpone
  - Moved by: Yareli Contreras, Student Rep
  - 2<sup>nd</sup> by: Romel Lopez, ASU President
- Opposed to postpone: 0 / postponed unanimously
- Item POSTPONED

H. Inter Board Funding: ASU – Supplies - \$35

- Moved by: Romel Lopez, ASU President / 2<sup>nd</sup> by: Yareli Contreras, Student Rep
- Opposed: 0 / passes unanimously
- Item APPROVED for \$35 from Acct. # 70619

**IX. STUDENT REP FEE**

A. SASA – CAADE Conference, 2016 - \$7,228.04

- Moved by: Romel Lopez, ASU President
- 2<sup>nd</sup> by: Yarelin Contreras, Student Rep
- Amend amount to \$6,625
  - Moved by Romel Lopez, ASU President/2<sup>nd</sup> by: Sonia Lopez, Advisor
  - Opposed to amend: 0 / amount amended
- Stipulation: Club must attempt to get double occupancy
  - Moved by Romel Lopez, ASU President
  - 2<sup>nd</sup> by: Frank Lozano, Faculty Rep
- Opposed with stipulation added: 0 / passes unanimously
- Item APPROVED for \$6,625 from Student Rep Fee Acct. #28030

B. ASU – ASACC National Student Advocacy Conference - \$15,000

- Moved by: Romel Lopez, ASU President/2<sup>nd</sup> by: Sonia Lopez, Advisor
- Opposed: 0 / passes unanimously
- Item APPROVED for \$15,000 from Student Rep Fee Acct. #28030

**X. NEW BUSINESS / UNFINISHED BUSINESS**

A. ESPA – FACCC – Faculty Association of California Community Colleges - \$663

- Moved to add as time sensitive item: Romel Lopez, ASU President
- 2<sup>nd</sup> by: Sonia Lopez, Advisor
- Opposed to funding: 0 / passes unanimously
- Item APPROVED for \$663 from Student Rep Fee Acct# 28030

**XI. NEXT MEETING – February 23, 2016 @ 12:30pm (G1-301F)**

**XII. ADJOURNMENT – 1:56 p.m.**

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