

# **BAC MEETING**

**Venue: F5-211  
August 25<sup>th</sup>, 2017  
10:00 am**

1301 Avenida Cesar Chavez, Monterey Park, CA 91754

## **MINUTES**



- I. **CALL TO ORDER:** 10:02 a.m.
- II. **ROLL CALL**  
Shannon Wu, ASU Vice President Finance  
Oscar Rodriguez, ASU President  
Sonia Lopez, ASU Advisor  
Frank Lozano, Faculty Rep  
Monique Hernandez, Student Representative  
Ann Chen, Fiscal Representative  
Ruth Siguenza, Fiscal Minuter
- III. **APPROVAL OF MINUTES: 7-27-17 BAC Meeting**  
Moved to Approve: Oscar Cruz, ASU President / 2<sup>nd</sup>: Monique Hernandez, Student rep
- IV. **PUBLIC FORUM (2 MIN. PER SPEAKER) - None**
- V. **FINANCIAL REPORT**
  - \$7,430.18 in Encumbrances from Student Rep
  - \$9,929.96 in Encumbrances from Social/Cultural, Mult-Cultural, Supplies Accounts
  - \$25,142.07 Currently in Student Rep Fee Account
  - Please See VP Financial Report
- VI. **REALLOCATION OF FUNDS - None**
- VII. **DISCUSSION ITEMS**  
**Audit Findings Update**
  - Frank Lozano - Student Travel Process update to club advisors during Opening Day
  - Sonia Lopez - Closing of dormant club accounts, explanation of Audit Finding to new board.
- VIII. **ACTION ITEMS (5 MIN. PER SPEAKER)**
  - A. Community Funding: Constitution Day Pocketbooks - \$550
    - Move to Item IXB under Student Rep Fee

- B. Inter-Board Funding: Book Rental Program Inventory Solution - \$7,500.64
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Moved: Table to next meeting: Oscar Rodriguez, ASU President, Monique Hernandez, Student Rep
- C. Inter-Board Funding: Printer Ink for Executive Board - \$630
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Oscar Hernandez, used for office operations for new board
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$630 from Supplies Acct. #70619**
- D. Inter-Board Funding: Book Covers for New Textbooks - \$83.24
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Oscar Hernandez, used to protect textbooks, used as reimbursement
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$83.24 from Supplies Acct. #70619**
- E. Inter-Board Funding: Reimbursement for Return of Green books - \$62
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Sonia Lopez last year's board purchased green book but had to send back and fee was charged. Funds used for reimbursement
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$62 from Supplies Acct. #70619**
- F. Inter-Board Funding: Release of ASU Salaries Funds - \$2,000
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Sonia Lopez, members of council will attend numerous committee meetings and is used to pay \$25 for each meeting they attend and must report at ASU meeting
  - Vote: Opposed: 0 / passes unanimously
  - **Funds RELEASED for ASU Salaries Acct. #61029 for \$2,000**
- G. Inter-Board Funding: Release of ASU Scholarship Funds - \$8,850
- Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Monique Hernandez, used for yearly student scholarships
  - Vote: Opposed: 0 / passes unanimously
  - **Funds RELEASED for ASU Scholarships Acct. #61050 for \$8,850**
- H. Inter-Board Funding: Release of Club Seed Funds - \$30,000
- Move: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Monique Hernandez, for clubs to have starter funds
  - Vote: Opposed: 0 / passes unanimously
  - **Funds RELEASED for Club Seed Funds Acct. #62450 for \$30,000**

- I. Inter-Board Funding: Release of Graduation Reception Funds - \$10,000
  - Moved: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Sonia Lopez – Released early for spring graduation
  - Vote: Opposed: 0 / passes unanimously
  - **Funds RELEASED for Graduation Acct. #63675 for \$10,000**
  
- J. Inter-Board Funding: Release of Inter Club Council (ICC) Funds
  - Move: Monique Hernandez, Student Rep / 2nd: Oscar Rodriguez, ASU President
  - Discussion: Monique Hernandez – to provide snacks and drinks for ICC meetings
  - Vote: Opposed: 0 / passes unanimously
  - **Funds RELEASED For ICC Acct. #40001 for \$2,500**
  
- K. Inter-Board Funding: Release of Stipends Funds - \$5,100
  - Moved: Oscar Rodriguez, ASU President / 2nd: Monique Hernandez, Student Rep
  - Discussion: Oscar Rodriguez, ASU President – pay executive board members
  - Vote: Opposed: 0 / passes unanimously
  - **Funds RELEASED for Stipends Acct. #61039 for \$5,100**
  
- L. Club Events Expenditures over \$1,000 - None
  - Moved: Monique Hernandez, Student Rep 2nd: Oscar Rodriguez, ASU President
  - Discussion: Frank Lozano – if clubs spend more than \$1,000 they must notify the ASU office and it will be entertained for release during the BAC meeting
  - No Club Expenditures over \$1,000

**IX. STUDENT REP FEE**

- A. 2016-2017 ASU Winter Retreat - \$343.65
  - Moved: Oscar Rodriguez, ASU President / 2nd: Monique Hernandez, Student Rep
  - Discussion: Sonia Lopez, pay Z's Crazy Good which was purchased for last year's ASU board.
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$343.65 from Student Rep Acct. #28030**
  
- B. Community Funding: Constitution Day Pocketbooks - \$550
  - Moved: Oscar Rodriguez, ASU President / 2nd: Monique Hernandez, Student Rep
  - Discussion: Sonia Lopez – pass out constitution Day pocket books to students
  - Vote: Opposed: 0 / passes unanimously
  - **Item APPROVED for \$550 from Student Rep Fee Acct. #28030**

**X. NEW BUSINESS / UNFINISHED BUSINESS - None**

**XI. NEXT MEETING – September 7th, 2017 @ 10:00 am (F5-211)**

**XII. ADJOURNMENT – 10:54 a.m.**