Budget Commission

Associated Students of Foothill College

Tuesday, October 21th, 2014

2:00 Council Chambers

 “THIS MEETING IS OPEN TO THE GENERAL PUBLIC AND ALL FOOTHILL STUDENTS”

Minutes

ORDER OF ITEMS ARE SUBJECT TO CHANGE

##### Call to Order and Roll Call at 2.00 pm

Nadia Rusli            VP Of Finance

Josh Rosales        President

Rebecca Akerstrand        Secretary

Jacky Chan            Business Operation Specialist

Courtney O’Hanneson    Budget Analyst

Darwin Hadiyanto        Budget Analyst

Timothy Ng         Budget Analyst

Igar Raditya        Agent

John Martinez        Agent

Robert Kaman        Agent

Maria Gudaykina Agent

Kamara Tramble        Student Account Accountant

**½ absence:**

Kathy Yee Ki Agent

II. Approval of Minutes
 Minutes from October 14, 2014.

 **Approved**

##### III. Open Forum

*This agenda item is for any person who wishes to speak on an item not on the agenda or for the public to make announcements about activities on campus or in the surrounding communities. Please limit your comments to five minutes or less.*

IV. Appointments and Resignations

 (2-minute limit per application or resignation)

 ***All Items Info. /Disc. /Act***

4.1 Appointments

(Martinez, Hadiyanto) moves to appoint Maria Gudaykina as Finance Agent for Fall 2014.

**Passed Unanimously**

4.2 Resignations

##### V. Old Business

VI. New Business

 ***All Items Info. /Disc. /Act.***

 6.1 UCSB conference
 *Under this line we will discuss the UCSB conference.*

Behrouz Amirbadvy (UN Club): Requests for additional funds.

* Extra costs that will cover the hotel costs; since the hotel they planned to stay in, was full.
* Extra costs appear because of the transportation.
* An extra fee for vouchers will be added, which is mandatory.
* Total cost of hotel is $1790.48.
* TOTAL RENEWED COSTS: $2535.48
ASFC Funds: $1502
Club Funds: $500
Student Fees (Covering Food costs)
**TOTAL Amount of request: 233.48$ (Outstanding)**
* UN will most likely ask delegates to contribute with $50 of their own money. Also, the delegates are responsible for their own food expenses.
* (Raditya, Hadiyanto) moves to allocate up to $250 coming out of Student Development Conference.
**Discussion
Passed Unanimously**

VII. REPORTS

 7.1 Fund request FAQ.
 Nadia presents the Fund Request FAQ:

* Every time there is a meeting, everyone should have a Budget Booklet in order to follow the rules.
* Amendment means that you make a change of a motion that is already passed from a previous meeting.
* Whenever a club comes to ask for a reimbursement; there is not a possibility to do so if the requester did not have the money included in their Fund request.
* We allocated $15,000 to the LLN conference.
* Another event that we always fund is Heritage Month.
* Black Heritage Month; asked for $10,000 but spent $12,000 and later, they asked for reimbursement, which is not available. Therefore, it is the Finance Board’s responsibility to see whether the fund request is realistic or not.
* Be critical and ask them whenever a fund request (the breakdown) seems not unrealistic.
* Josh: It is very important that we present the fund requests for other when we are asked and to know what we are funding, so that we do not need additional presentation on the campus council.
* Nadia: Everyone in the Campus Council trusts us, so it is important that we do take the responsibility seriously.
* Kamara: Keep in mind that you have the authority to say No if you disagree with the fund request. Everyone have the voice.
* **Questions.**
* We will go public with the invoices so when we will publish Org Sync, they will be published there. But for now, they are available at Kamaras office.
* Jacky will present an income statement and an expense breakdown once every month.

 7.2 Event Analysis for Political Awareness day.

 Timothy and Courtney present the Event Analysis from October 15th.

* What was different with this event was that students had to finish a quiz with over 70% accuracy, followed by a survey, in order to receive food.
* Beneficial because student could experience the American voting system.
* We should fund this type of event in the future. Although there are some suggestions for next time; it was not clear enough – so signage/instructions has to be emphasized. Also, when the quizzes was handed back, there was no one to mark them to see if they were correct or not.
* Need more communication with the marketing people, and more people have to be engaged with these types of event.

##### VIII. Announcements

#####  (1 minute per announcement)

IX. Commendations

* Timothy: Commends the board for staying at the meeting longer and it shows their commitment to he board.
* Daphne: commends Nadia for being pro-active, and clear with teaching the board members.
* Nadia: Commends Courtney and Timothy for a great Event Analysis.

X. Adjournment at 3.21pm

Prepared by,

Maria Rebecca Akerstrand

ASFC Secretary

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