



## DASB FINANCE COMMITTEE MINUTES

Monday, October 14<sup>th</sup>, 2019

3:30 pm

Student Council Chambers

**Chair:** Halina Liang

**Contact:** halinaliang200@gmail.com

### Call to Order

Halina called the meeting to order at 3:32 pm

### Roll Call

	Present	Absent	Excused	Late	Left early
Halina L	X				
Shelly M	X				
Arafa O	X			X(3:44)	
Arina S		X			
Faizan M	X				
John N	X				

### Approval of Minutes

- October 7<sup>th</sup>, 2019
- **Shelly moved to approve the minutes from October 7<sup>th</sup>, 2019**
  - **Seconded by Faizan**
    - **No objections**

### Public Announcements

*Please note: Members of the public are limited to two minutes. The Committee cannot take action or respond to items during public announcements.*

No Public Announcements

## Business Items

### 1. INFORMATION/DISCUSSION/ACTION

Title: DASB Bicycle Program Line Item Transfer Request

*This item is to discuss and to approve a line item transfer request of \$300 for the DASB Bike Program from account 41-55116-2310 to 41-55116-5214.*

Presenter: Dennis Shannakian

Time: 15 minutes

- Lisa presented on behalf of Dennis. She explained how line item transfers work and clarified the difference between the object codes.
  - Questions were asked. Lisa explained this is an open purchase order for the DASB Bike Program and the repairs for the bicycles.
- **Shelly moved to approve the line item transfer request of \$300 for the DASB Bike Program from account 41-55116-2310 to 41-55116-5214.**
  - **Seconded by John**
    - **No objections**
- **Motion passes on consensus.**
- **Senators present: Halina L, Shelly M, Faizan M, John N**

### 2. INFORMATION

Title: Finance Committee Crash Course

*This item is to go over key themes, processes, and vocabulary to familiarize and prepare senators and interns to the duties of the Finance Committee.*

Presenter: Halina Liang

Time: 10 minutes

- Halina presented and went over with the Finance Committee and the interns the various key terms, processes, vocabulary, and the duties of the Finance Committee. She shared information about what the committee does, where they receive their funds from, she also explained she wants to help the DASB Flea Market expand as a way to generate more revenue to the DASB budget.
  - Questions were asked. Halina and Dennis clarified the difference between Fund 41 and Fund 46 and how they receive their funds.

### 3. INFORMATION/ACTION

Title: Solidify Dates for Senate Finance Committee Budget Deliberations

*This item is to finalize dates that the majority of senators in the finance committee, interns, and all other participants will be available for the finance recommendation step of the budget deliberation process.*

Presenter: Halina Liang

Time: 10 minutes

- Halina informed the Finance Committee will meet during a weekend in January 2020 to work on, and to prepare, the 2020-2021 DASB Budget for Fund 41 and Fund 46 deliberation process. She opened up for suggestions on when the committee should meet.
- **The Finance Committee agreed to meet the following dates and times:**
  - Friday, January 10 from 12:00-5:00 pm
  - Saturday, January 11 from 9:00 am-5:00 pm.
- **The Finance Committee agreed to have the following dates and times as backup dates if they are not finished with the budget deliberations by January 11:**
  - Friday, January 24 from 12:00-5:00 pm
  - Saturday, January 25 from 9:00 am-5:00 pm.

### 4. INFORMATION/ACTION

Title: Review Program List and Assign Programs to Interview/Audit

*This item is to review the list of programs held on campus and begin to discuss/assign programs that each senator and intern will reach out to for an informational interview/audit.*

Presenter: Halina Liang

Time: 30 minutes

- Halina presented the DASB Programs Assignment 2020-2021 Contact List for the committee and explained she wants the committee to agree on an upcoming Finance meeting which senator or intern will meet up and interview what program as part of the budget deliberations process.
  - Hyon Chu suggested the committee to have a practice interview or do role play prior to the interview so they are prepared for the interviews.

#### Burning Issues

No Burning Issues

#### Announcements/Informational Reports

- Lisa informed there will be an event in the Visual and Performing Arts Center (VPAC) next Thursday, October 24 from 6:30 pm to 8:30 pm.

Adjournment

Halina adjourned the meeting at 4:07 pm.