

EI Camino College
Associated Students Organization
Finance Committee Meeting Minutes
September 14, 2010
11:30 a.m. - ASO Executive Office

I. Call to Order

Director of Finance, Rio Enomoto, called the meeting to order at 11:40 a.m.

II. Roll Call

- **Members & Alternates present:** Harold Tyler, Rio Enomoto, Tom Connolly, Shelton Bass, Carolee Vakil-Jessop (acting student at-large)
- **Staff Support:** Linda Lew (SDO), Hong Tran (Accounting)

III. Approval of Minutes

- **No approval of minutes from previous meeting to be made**

IV. Approval of the Agenda

- **Motion to approve the agenda as presented. *Moved by Carolee Vakil-Jessop. Seconded by Tom Connolly. Motion passed.***

V. New Business

a. Office Supplies: Senate and Executive

An allocation of \$500 was approved from the AS Supplies account at the 7-21-10 Senate Meeting for office supply needs through the fiscal year.

b. Conferences: CCCSAA & SSSCC

- **CCCSAA (*California Community College Student Affairs Association*)**

The monies from the conference account have already been budgeted for the CCCSAA conference in Costa Mesa.

- **SSCCC (*Student Senate for California Community Colleges*)**

The committee studied two spreadsheets with quotes based on the two types of transportation and the cost factors involved to attend the conference.

Airplane

- Air fare is very costly.

Van Rental

- Will need a District-approved driver and the van must be large enough to accommodate a large group. Tom Connolly suggested taking a train to save on costs and the trip will be more enjoyable. The inexpensive form of traveling by train is estimated at about \$15 per student. The SDO will check on the exact cost.
- Harold added that students may be reluctant to attend the SSSCC conference because it is scheduled back-to-back with the CCCSAA conference and is very close to Halloween. Attendees of this conference will probably be a different set of students than those attending the CCCSAA conference. President

Jessica Lopez may select who will attend or initiate a lottery process on who will go.

- Decision to rent a van or train will take place at the next senate meeting. The type of transportation used is not an issue as long as ASO remains within the approved budget.
 - **Motion to approve up to \$4,200 from the Rep Fee Conferences account (72-55229-00-836115-7670) to cover all expenses related to up to six people and one adviser to attend the SSCCC Conference held October 29-31, 2010, in San Diego, California. Moved by Carolee Vakil-Jessop, Seconded by Tom Connolly. Motion Passed.**

VI. Public Comment on Non-Agenda Items

California Student Association of Community Colleges

- Harold briefed the committee on how student groups decide on how to spend money or funds and appropriate fund usage in accordance with the CCC *Appropriate Uses of the Student Representation Fee*.

VII. Adjournment

- **Motion to adjourn. Moved by Carolee Vakil-Jessop, Seconded by Rio Enomoto.**
- **Motion Passed.**
- **Meeting adjourned at 11:55 a.m.**

Minutes Recorded by Linda Lew

Minutes Verified by

Rio Enomoto, Director of Finance

Harold Tyler, Adviser