

El Camino College
Associated Students Organization
Finance Committee Agenda
Monday August 15, 2022
Zoom

<https://elcamino-edu.zoom.us/j/99611317246>

1:30-2:30 p.m.

Public Participation: Members of the public are invited to speak concerning any item of business on this agenda prior to or during the Committee's discussion of the item, and always prior to the Committee taking action on the item. For matters not listed on the agenda that is under the Committee's jurisdiction, members of the public are invited to address the Committee during Public Comment. A limit of two (2) minutes per speaker shall be observed, with a maximum of four (4) minutes per topic. No discussion is allotted on public comment. The Committee may briefly respond to statements made for questions posed, however, for further information, please contact the Chair for the item of discussion to be placed on a future agenda. Brown Act §54954

I. Call to Order

1:35

II. Roll Call

Voting Members of the Finance Committee(6)

E Jana Abulaban (chair) _X_ Uzair Pasta _X_ Patrick Hahn _A_ Sheriff Abdruhman _E_ Greg Toya _A_ Jeff Hinshaw ___ Student at Large

Alternates:

E Debbie Allison _X_ Chris Dela Cruz _X_ Luisa Paredes _A_ Danny Villanueva _A_ Kristell Villacorta

Support/Guests: _X_ Alondra Alvarado _A_ Sidney Lee _A_ Jaime Ulloa

III. Approval of the Minutes

3.1  **Finance Minutes 7/21/22**

Motion to approve by Patrick, second by Chris

IV. Approval of the Agenda

Motion to approve Chris, second by Patrick

V. Reports

5.1 PBC Reports

5.2 ASO Shadow Budget

VI. Old Business

6.1 ASO Budget Approval

The ASO Finance Committee will discuss and approve the ASO 2022-2023 budget

Motion to open discussion by Luisa, second by Chris

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Lowered elections funds by \$100, conference funds increased by \$2,500, No magic mountain fundraising, increased leadership training funds by \$3,000, Sustainability funds increased by \$1000, Public Relations funds increased by \$200. In the past, we use to purchase Magic Mountain tickets to give to students who use their ASO stickers.

Motion to approve by Luisa, second by Patrick

6.2 ICC Budget Approval

The ASO Finance Committee will discuss and approve the ICC 2022-2023 Budget

After ICC sent their report, it was reviewed and we made the decision that if they need to be allocated more money, we would have a later meeting to see if we can transfer more funds. We may have to reevaluate during the middle of the Fall semester.

Motion to approve by Luisa, second by Chris

VII. New Business

7.1 Student Org Handbook and Student Org Finance Handbook

The ASO Finance Committee will consult the Student Org Handbook and Student Org Finance Handbook

Waiting for marketing and publicity processes to go through. Student Org Handbook is what club leaders should be reviewing every year. It has now been updated and needs to be approved. Guidelines for food will be moved to the Finance Handbook. With that, the Finance Handbook has also been updated. All the clubs should have access to the club account balances and numbers. Clubs can now accept Venmo to collect dues or fundraiser revenue through El Camino College. No personal Venmo accounts are to be used. Fundraisers are a way to fund scholarships and prizes for events. Reimbursements are not allowed unless purchases are necessary for emergency situations. In that case, it would need to be presented to the finance meeting for evaluation and approval by the Director of Finance. A list has been created of approved vendors for student orgs to use.

7.2 Specialist & Accounting Assistant Salaries

The ASO Finance Committee will discuss the Specialist & Accounting Assistant Salaries

Motion to open discussion by Patrick, seconded by Luisa

Specialist & Accounting funding is for full-time and is coming out of ASO, which isn't sustainable. They want to take a look at a different source of funding aside from ASO.

7.3 Retreat Funds

The ASO Finance Committee and ASO Senate will consider and approve \$5000 from ASO Leadership Training 71-54550-00-836190-7670 for the ASO Summer Retreat.

Motion to open discussion by Luisa, second by Chris

Funds are to cover the food.

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Motion to approve by Chris, second by Luisa

7.4 Hermosa Beach Kiwanis Club

The ASO Finance Committee and ASO Senate will consider and approve a refund of \$750 from **81-39795-00-00000-0000** from the Circle K Club to the Hermosa Beach Kiwanis Club

Motion to open discussion by Patrick, second by Chris.

Submitted by Greg, cannot meet until the beginning of Fall so needs it preapproved.

Motion to approve by Luisa, second by Patrick.

7.5 ASO Constitution Day and Financial Aid Fair

The ASO Finance Committee and ASO Senate will consider and approve \$500 from ASO Campus Enrichment **71-54550-00-836409-7670** for ASO Constitution Day and Financial Aid Fair

Buying materials needed for this event

Motion to approve by Luisa, second by Patrick

VIII. Public Comment on Non-Agenda Items

IX. Adjournment

Motion to approve by Patrick, second by Chris

This meeting is adjourned by 2:24PM

A handwritten signature in black ink, appearing to read 'Luisa', is written over the signature line.

Signed August 24, 2022