



## DASB FINANCE COMMITTEE MINUTES

Monday, October 29<sup>th</sup>, 2018

3:30 pm

Student Council Chambers

**Chair:** Ian Robertsson

**Contact:** ianrobertsson@gmail.com

### Call to Order

Ian called meeting to order at 3:33 pm.

### Roll Call

	Present	Absent	Excused	Late	Left early
Ian R	X				
Raynard D	X				
Carolyn N	X				
Salih K				X (3:40)	
Alex J				X (3:40)	

### Approval of Minutes

- October 22<sup>nd</sup>, 2018
- **Raynard moved to approve the minutes from October 22<sup>nd</sup>, 2018**
  - **Seconded by Carolyn**
    - **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: Process for Fund 46

*This item is to discuss and approve a process for using Fund 46.*

Presenter: Ian Robertsson, Hyon Chu Yi-Baker

Time: 20 minutes

- Hyon Chu and Ian presented. Hyon Chu and Ian showed an e-mail from Rob Mieso, vice president of Student Services, and informed about the guidelines in Fund 46 and how it should be used.
  - The committee discussed how they can work accordingly to Fund 46 and discussed criteria's which should added prior to approving a funding request, such as creating a separate request form for Fund 46 and having a set time frame to when a presentation should be given to the Senate.
    - Hyon Chu informed she will work with Dennis on this as there has to be some clarifications about the process first. She will follow up with Rob Mieso to get the clarification needed in how the process and approval should be done.

### 2. INFORMATION/DISCUSSION/ACTION

Title: Men's & Women's Water Polo Reimbursement Request

*This item is to review and take action on a women's water polo reimbursement request from Danielle Altman for meals for the away game on October 5 at CCSF.*

Presenter: Ian Robertsson, Lisa Kirk

Time: 20 minutes

- Lisa and Ian presented, they explained the issue about the reimbursement request. Ian explained he had to reach out to the coach as there was information missing. He also explained he wanted to bring this to the Finance floor as he want to show some confusion which may occur. The maximum reimbursement the Finance Committee and Senate can approve is \$15.00/Student per dinner meal.

3. INFORMATION/DISCUSSION/ACTION

Title: DASB Student Photo ID Card and SmartPass Clipper Card Production Special Allocations Funding Request

*This item is to approve a funding request of \$6,428.00 for Office of College Life, on behalf of DASB, for DASB Student Photo ID Card and SmartPass Clipper Card Production from Fund 41 Special Allocations.*

Presenter: Dennis Shannakian

Time: 20 minutes

- Dennis presented. He explained the current system used by the Office of College Life is five years old and he is therefore asking for a funding request to update the system. He explained the computers used in Office of College Life have already started to malfunction and it did not get any better after the software was reinstalled.
    - Questions were asked. Dennis explained the impact if no computers are bought – there is a risk of not being able to produce Student-ID and VTA passes for students. The old computers would be surplus and the new computers are following the district standard. Dennis explained he would not invest in more expensive computers as the lifespan for computers would still be around five years. He informed it is only the computers itself which needs to be updated, Office of College Life will still use the current cameras and printing equipment.
  - Ian called to a five minute recess at 4:30 pm
  - Ian called the meeting back to order at 4:45 pm
  - **Raynard moved to approve a funding request of \$5,668 to fund four computers for Office of College Life, on behalf of DASB, for DASB Student Photo ID Card and SmartPass Clipper Card Production from Fund 41 Summer/Fall Special Allocations.**
    - **Seconded by Carolyn**
      - **No objections**
  - Discussion continues prior to voting.
- Roll call vote to approve a funding request of \$5,668 to fund four computers for Office of College Life, on behalf of DASB, for DASB Student Photo ID Card and SmartPass Clipper Card Production from Fund 41 Special Allocations.**

	Yes	No	Abstain
Ian R	X		
Raynard D	X		
Carolyn N	X		
Salih K	X		
Alex J	X		

**Motion passed 5 Yes – 0 No**

- Carolyn moved to amend by adding \$184 for four powered USB Hubs.
  - Seconded by Salih
    - No objections
- Discussion continued prior to voting.

**Roll call vote to amend by adding \$184 for four powered USB Hubs.**

	Yes	No	Abstain
Ian R	X		
Raynard D		X	
Carolyn N	X		
Salih K	X		
Alex J	X		

**Motion passed 4 Yes – 1 No**

- The main motion now reads approval of funding \$5,668 for four computers and \$184 for four powered USB Hubs with a total of \$5,852 for Office of College Life, on behalf of DASB, for DASB Student Photo ID Card and SmartPass Clipper Card Production from Fund 41 Summer/Fall Special Allocations.
- Ian moved to amend by inserting \$445 for two ceiling mounted photo backdrops.
  - Seconded by Alex
    - No objections
- Discussion continued prior to voting.

**Roll call vote to amend by adding \$445 for two ceiling mounted photo backdrops.**

	Yes	No	Abstain
Ian R	X		
Raynard D		X	
Carolyn N		X	
Salih K		X	
Alex J		X	

**Motion failed 1 Yes – 4 No**

4. INFORMATION

Title: Initiate Plan to Review Finance Code / Budget Stipulations

*This item is talk about reviewing the Finance Code and Budge Stipulations and begin thinking of issues that we have noticed, as well as methods of solving those issues through Code/Stipulation changes.*

Presenter: Ian Robertsson

Time: 10 minutes

- Ian advised the committee to read through the Finance Code and Budget Stipulations prior to next meeting so they can discuss possible changes at the next meeting.

Burning Issues

- Lisa raised a concern regarding the new Legislative Affairs Code and the Financial Manager position as she believes DASB cannot fund outside interests.

Announcements/Informational Reports

- Raynard asked the committee members to check SLACK as he has sent the Flea Market sign-up sheet to all Senators.
- Lisa informed the Summer/Fall Special Allocations had been zeroed out and from now the funds will be used allocated from Winter/Spring Special Allocations.

Adjournment

Ian adjourned the meeting at 5:08 pm