

Associated Students Board of Finance

Humboldt State University

Monday, December 3, 2018

University Center Banquet Room

Minutes #4

The Humboldt State University Associated Students Board of Finance met on the above date in Nelson Hall East Rm. 120, at Humboldt State University, Arcata, California. Chair, Bennett Perrault, called the meeting to order at 3:05 p.m.

Members Present: Nathalie Rivera, Jazmin Sandoval, Bennett Perrault, Charlotte Hadden

Advisors Present: Jenessa Lund

Non-members present: Shelli Ramirez

Staff Present: Casey Park

SUBJECT: Approval of Agenda

MOTION: It was moved (Sandoval) and seconded (Rivera) to approve Agenda #4.

ACTION: Agenda #4 was **APPROVED** without modification.

SUBJECT: Chair's Report – Bennett Perrault, reporting
No report.

SUBJECT: Public Comment (As per the Gloria Romero Open Meeting Act Authorized by Section 89306)
No public comment.

SUBJECT: Old Business

Spring Semester Meeting Schedule

The approved Board of Finance schedule includes a meeting on Monday, April 1, Cesar Chavez Observation Day when school is on an official holiday. At the next meeting, the Board will vote on the meeting schedule to account for Cesar Chavez day as well as try to align with the needs of the 2019-20 Budget Application cycle.

SUBJECT: New Business

Budget Time-line & Process

The Board of Finance was presented with the 2018-19 Budget Application and timeline. The Board reviewed the timeline and application process and

discussed the timing for 2019-20 A.S. budget requests. Board members worked through the application and discussed alterations to be made to match this year's academic calendar. They requested that A.S. Budget Applications be released before A.S. staff leave for winter break to allow programs more time to design their requests. Additionally, they would like the Budget Hearing event to change from last year's Thursday/Friday time to be held all on one Saturday in February. All other changes were more clerical.

MOTION: It was moved (Hadden) and seconded (Rivera) to approve the budget process timeline with the following italicized changes:

- *By Thursday, January 3* – A.S. Budget Request forms distributed to A.S. Programs
- *Thursday, January 24* – A.S. Administrative Vice President & A.S. Executive Director meet with A.S. Program Budget Administrators to review materials and answer questions
- *Saturday, February 23 10-4PM* – A.S. Board of Finance conducts Budget Hearings...
- Page 2 of the Application, must change years to *Fall 2017-Spring 2018* in parts A and B
- Page 8, for A.S. Staff to calculate and input suggested pay rates that reflect the increasing California minimum wage

ACTION: The motion was **APPROVED**.

SUBJECT: General Discussion

The A.S. Application process discussion was continued. There was dialogue around the value of qualitative and quantitative data to support an A.S. Program's impact.

SUBJECT: Announcements


There were no announcements.

SUBJECT: Adjournment

The meeting adjourned at 4:05 p.m.

Submitted by:
Casey Park
A.S. Board Coordinator

Agreed and Accepted:


Chair

2/7/19

Date