

**Associated Students Board of Finance  
Humboldt State University  
Monday, February 1<sup>st</sup>, 2010  
University Center, South Lounge Conference Room  
Minutes #7**

**Call to Order**

Alex Gradine called the Board of Finance meeting to order at 2:00 p.m., Monday, February 1, 2010 in the University Center, South Lounge Conference Room.

**Roll Call**

Members Present: Alex Gradine, Brandon Chapin, Stephanie Partlow, Stefanie Chen-Welch, Nida Ahmed

Advisor Present: Joan Tyson

**Approval of the Agenda**

MOTION: CHAPIN/PARTLOW move to approve Agenda #7 APPROVED

**Chair's Report**

Gradine reported that he will be meeting with Tyson to discuss a proposed budget language change for the ACB/MCC Allocation Board.

**Approval of the Minutes**

MOTION: CHEN-WELCH/PARTLOW move to approve the Board of Finance Minutes #6 dated December 7<sup>th</sup>, 2009 APPROVED

**Old Business**

A. Request from the Associated Students Government from Unallocated in an amount not to exceed \$1,500.69 for the purchase of a Dell Desktop Computer – Action Item  
This purchase would replace the Mac desktop in the AS Council office that has become outdated. The Dell would provide the same functionality as the other PC's in the AS Council Office.

MOTION: AHMED/PARTLOW move to approve the request from the Associated Students Government from Unallocated in an amount not to exceed \$1,500.69 for the purchase of a Dell Desktop Computer APPROVED

Chapin explained that the AS Council Office has an older Macintosh computer that is not fully functional. Chapin stated that this computer would replace the former and would be using a windows platform that is similar to other PC's in the AS Office. Chapin clarified that this would also need to be approved by Council.

- B. Associated Students Annual Fiscal Audit Proposal—Action Item  
Each auxiliary organization is required to have an annual fiscal audit performed by a certified public accountant selected by the governing board. It is the responsibility of the Board of Finance to make a recommendation to the Associated Students Council as to which audit firm is selected.

MOTION: CHAPIN/CHEN-WELCH move to approve the request from Hunter, Hunter and Hunt to extend the existing agreement for one year at an amount not to exceed \$6,000.00 with the expectation that a three-year audit search be done for the 2010-11, 2011-12 and 2012-13 fiscal year.

APPROVED  
AS AMENDED

Tyson explained that the University would like to eventually have all campus auxiliaries to have the same auditor. The University is requesting that the Associated Students extend their agreement with the auditor for one more year. Tyson noted that it would be difficult to conduct a solicitation for bids at this point in the year; CPA firms are currently in the middle of the annual tax season.

MOTION: CHAPIN/CHEN-WELCH move to amend the original motion to include that the call for proposals following the one year extension be conducted by the Associated Students.

APPROVED

Chapin felt strongly that the Associated Students Council should continue to control the hiring of their own independent auditor.

### **Announcements**

Tyson stated that the AS budget proposals are due to on Wednesday, February 10<sup>th</sup>.

### **Adjournment**

Gradine adjourned the meeting at 2:15 p.m. without objection.

Recorded by:

Rob Christensen  
A.S. Council Assistant

Approved by:

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Alex Gradine  
Administrative Vice President  
Chair, Board of Finance