

**Board of Finance
Humboldt State University
Minutes #11
Wednesday, April 28th, 2008
2:00 p.m.
South Lounge Conference Room
DRAFT**

Call to Order

Foy called the Board of Finance meeting to order at 2:02 p.m. on Wednesday, April 28th, 2008 in the South Lounge Conference Room.

Roll Call

Members Present: DaVonna Foy, Terra Rentz, Carol Hurley

Members Absent: Matt Herrera (unexcused)

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: HURLEY/RENTZ move to approve Agenda #11. APPROVED

Chair's Report

Foy reported that the AS 2008-2009 Budget was passed last week by the Council. It now goes on to President Richmond for his review and approval.

Approval of the Minutes

MOTION: RENTZ/HURLEY move to approve the Board of Finance Minutes #10 dated April 14th, 2008. APPROVED

Old Business

- A. Request from The Humboldt Film Festival to transfer funds in the amount of \$1,425.00 from the Publicity line item to the Awards line item.–Action Item
The Humboldt Film Festival spent more on Awards for the 2008 Film Festival than planned and would like to adjust their budget to make up for the expenditures.

MOTION: RENTZ/HURLEY move to approve the Request from the Humboldt Film Festival to transfer funds in the amount of \$1,425.00 from the Publicity line item to the Awards line item.. APPROVED

Ben Bettenhausen was present on behalf of The Humboldt Film Festival (HFF). HFF would like to give award winners a larger cash prize this year than in years past. HFF was unable to secure any in-kind donations from sponsors that could be used for prizes and would like to make up for the lack thereof.

- B. Request from The Humboldt Film Festival for one Spring semester Co-Director stipend to be reallocated to the two remaining Humboldt Film Festival Co-Directors: \$287.50 to Benjamin Bettenhausen and \$287.50 to Aimee Hennessy. –Action Item.
The Humboldt Film Festival was originally budgeted for 3 program co-directors. Bettenhausen and Hennessy completed the duties of the third co-director during the spring semester.

MOTION: RENTZ/HURLEY move to approve the Request from The Humboldt Film Festival for one Spring semester Co-Director stipend to be reallocated to the two remaining Humboldt Film Festival Co-Directors: \$287.50 to Benjamin Bettenhausen and \$287.50 to Aimee Hennessy. FAILS

Bettenhausen reported that one co-director did not perform his duties during the Spring Semester. HFF would like to split the individual's stipend between the remaining two HFF Co-Directors who completed the additional duties. Rentz stated that the HFF Co-Directors step into their positions realizing that they are student leadership roles. Rentz continued that other programs have lost leadership and have had others step into fill the duties, but AS has been unable to compensate those students either. Bettenhausen explained that at the beginning of the term the co-director's divided up the duties and when one co-director did not complete any of his duties the remaining two co-directors stepped up to complete the work. Foy stated that she does not want to set a precedent where other AS Programs may come to the Board of Finance and ask for additional funding for stipends. Bettenhausen explained that the Co-Directors that completed the work have had a hardship placed on them and were hoping to be compensated for it. Rentz stated that if HFF identifies that this may happen in the future HFF may want to consider re-hiring a third Co-Director or approaching the Board of Finance to amend their budget.

- C. Request from The Humboldt Film Festival in the amount of \$1,070.50 from The Humboldt Film Festival Trust Account for the purchase of an iMac Computer –Action Item.
The Humboldt Film Festival would like to purchase a new computer for the festival office that has Adobe Photoshop, Illustrator and InDesign. The Department of Theater, Film and Dance has agreed to contribute \$720.00 for the computer.

MOTION: RENTZ/HURLEY move to approve the Request from The Humboldt Film Festival in the amount of \$1,070.50 from The Humboldt Film Festival Trust Account for the purchase of an iMac Computer. APPROVED

Bettenhausen stated the HFF computer became inoperable in December, 2007 and is currently using a loaned computer that is unable to run any current software. HFF would like to upgrade to a new computer while the computer on loan is still functional so they can transfer files to the

new computer. HFF had a \$4,000.00 revenue from ticket sales and would like to use some of the revenue to purchase the new computer for next years Co-Directors.

D. Request from the Campus Center for Appropriate Technology (CCAT) from Unallocated for funds in an amount not to exceed \$20,000.00 for the costs associated with installing a new roof on the Buck House. –Action Item

CCAT recently received a roof assessment from Alves, Inc. whom determined that the current roof needs to be replaced. The request includes the costs of roofing materials, labor, venting supplies and sheathing.

MOTION: RENTZ/HURLEY move to approve the request from the Campus Center for Appropriate Technology (CCAT) from Unallocated for funds in an amount not to exceed \$20,000.00 for the costs associated with installing a new roof on the Buck House. APPROVED
AS AMMENDED

Jocelyn Orr, CCAT Co-Director was present on behalf of the request. Orr passed out an updated estimate of the cost of a new roof. CCAT would like to purchase a seamed metal roof which would allow future solar panels to be better secured. The metal roof is also the least expensive option and comes with a 40 year guarantee. CCAT would also like to be reimbursed \$50.01 for the additional cost of the roof estimate not covered by the previous Unallocated request. Hurley asked Orr if the roof would be for a house that was recently built. Orr clarified that the CCAT house was moved to a new location and has a new foundation and basement, but is still the original house. Tyson stated that CCAT could also pay for the additional \$50.01 from their Trust Account.

MOTION: RENTZ/HURLEY move to amend the motion to fund the request from Facilities Reserves in the amount of \$20,380.00. APPROVED

Rentz asked Orr when CCAT planned for the roof to be installed. Orr replied that pending approval the roof would be installed over the summer. Tyson informed Orr that she spoke with Tim Moxon, Director of Plant Operations, who stated that the campus would have to put the project out to bid. Orr stated that she understood that the project would have to go through the bid process but wanted to get a funding amount approved. Orr informed the board that the bids may come on either above or below the requested amount. Rentz suggested that the Board of Finance approve the request at a slightly higher amount then estimated so CCAT would be able to move forward on the project during the summer if the bid's came back higher than expected.

MOTION: RENTZ/HURLEY move to amend the motion to fund the request at an amount not to exceed \$20,500.00 for cost associated with installing a new roof. APPROVED

Announcements

There were no announcements.

Adjournment

Foy adjourned the meeting at 2:32 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Secretary

Approved by:

DaVonna Foy
AS Vice President of Administrative Affairs