

Associated Students Board of Finance
Humboldt State University
Meeting on Wednesday, March 28, 2012
Nelson Hall East, Room 119
2:00 p.m.
Agenda #11

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda #11 – Action Item
- IV. Chair's Report
- V. Approval of Minutes #10 dated March 7, 2012 – Action Item
- VI. Old Business
 - A. Request from the Campus Center for Appropriate Technology from Unallocated in the amount of \$295 for the purchase of four gel batteries for use with the Mobile Energy Operating Wagon (MEOW) trailer – Action Item
The batteries will store energy collected by solar panels attached to the MEOW trailer.
 - B. Request from the MultiCultural Center (MCC) to reallocate \$727.75 of Hourly Wages for the position of Native American Community Outreach Coordinator to Hourly Wages. – Action Item
This position became vacant at the beginning of the Spring 2012 semester.
 - C. Request from the MCC to reallocate \$811.50 of Hourly Wages for the position of Social Justice Summit Coordinator to Hourly Wages. – Action Item
This position became vacant at the beginning of the Spring 2012 semester.
- VII. Adjournment

DRAFT

Associated Students Board of Finance
Humboldt State University
Wednesday, March 7, 2012
Nelson Hall East, Room 119
Minutes #10

Call to Order

Rachel Brownell called the Board of Finance meeting to order at 2:27 p.m. Wednesday, March 7, 2012 in Nelson Hall East 119.

Roll Call

Members Present: Rachel Brownell, Stefan Kreid, Paul Yzaguirre

Members Absent: Marshall Hendricks (excused), Bryan Kelly (excused)

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: YZAGUIRRE/KREID move to approve Board of Finance Agenda #9 APPROVED

Chair's Report

Brownell had no report.

Approval of the Minutes

MOTION: YZAGUIRRE/KREID move to approve the Board of Finance Minutes #9 dated February 29, 2012 APPROVED

Old Business

- A. Request from Clubs & Activities for a line item transfer of \$1,000 from line item *Special Projects* to line item *Travel & Conference* to provide additional travel grants to student organizations – Action Item
The Special Projects line-item has funds available for transfer because the HSU Ticket Office has been unable to provide copies for clubs and organizations since moving out of the HSU Bookstore.

MOTION: KREID/YZAGUIRRE move to approve the request from Request from Clubs & Activities for a line item transfer of \$1,000 from line item *Special Projects* to line item *Travel & Conference* to provide additional travel grants to student organizations. APPROVED

Jerri Jones, the Clubs and Activities Coordinator, was present on behalf of the request. The Clubs office has been unable to expend from the Special Projects line item because of changes to the HSU Ticket Office copy services. Typically the Special Projects line item has been used to fund student club copies.

- B. Request from the Associated Students (AS) Government for a line item transfer of \$500 from line item *Stipends* to line item *Special Projects* to assist in funding the Angela Davis Lecture Event in May, 2012 – Action Item

The Stipends line-item has additional funds available because a Residence Housing Association Representative was not seated on the 2011-12 AS Council. Funds will be used to ensure that additional MultiCultural Center Special Projects – In House Funding can be preserved for future use.

MOTION: YZAGUIRRE/KREID move to approve the request from the Associated Students (AS) Government for a line item transfer of \$500 from line item *Stipends* to line item *Special Projects* to assist in funding the Angela Davis Lecture Event in May, 2012 APPROVED

Brownell reported that Associated Student Government would like to ensure funding for the Angela Davis lecture and preserve funding for MultiCultural Center programming. Yzaguirre stated that funding the event with funds that were unable to be spent on a stipend was a good decision.

Adjournment

Brownell adjourned the meeting at 2:45 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:



Rachel Brownell
A.S. Administrative Vice President
Chair Board of Finance



REQUEST FOR UNALLOCATED FUNDS BUDGET DRAFT

NAME OF A.S. PROGRAM: Campus Center for Appropriate Technology
CONTACT PERSON: Eric Recchia
Phone: x3551
Email: ccat@humboldt.edu

I. Income. List A.S. Subsidy requested and other potential sources of income.

1	<u>Requested A.S. Unallocated Funds</u>	<u>295.00</u>
2	<u>AS Budget</u>	<u>200.00</u>
3	<u>Fundraising</u>	<u>505.00</u>
4	<u></u>	<u></u>
5	<u></u>	<u></u>
6	<u></u>	<u></u>
7	<u></u>	<u></u>
Total Income:		<u>1000</u>

II. Expenditures. List items such as printing, performance fees, cost of goods, advertisements, etc.

1	<u>Batteries (4) for MEOW</u>	<u>1000</u>
2	<u></u>	<u></u>
3	<u></u>	<u></u>
4	<u></u>	<u></u>
5	<u></u>	<u></u>
6	<u></u>	<u></u>
7	<u></u>	<u></u>
Total Expenditures:		<u>1000</u>

For each income and expenditure listed above, provide a detailed justification on the attached Budget Justification sheets.

REVIEWED BY:

Tallichief A. Comest
CLUB/PROGRAM ADVISOR NAME

Tallichief A. Comest
SIGNATURE

Eric Recchia
BUDGET ADMINISTRATOR NAME

ER
SIGNATURE



REQUEST FOR UNALLOCATED FUNDS BUDGET JUSTIFICATIONS

Important:

Please provide a detailed description for each expenditure item included on the Associated Students Budget Draft. Include how you arrived at specific figures and/or how you plan to spend this money.

Line Item: 4 Batteries + Shipping 1,000

Explanation: This money will be spent purchasing 4 discounted batteries (50%) from the manufacturer Trojan for the Photo Voltaic system for CCAT's mobile utility trailer, the MEOW.

Line Item:

Explanation:

Line Item:

Explanation:

Line Item:

Explanation:

Line Item:

Explanation:

Line Item:

Explanation:

Program Name: Campus Center for Appropriate Technology
Contact: Eric Recchia, 707-826-3551, ccat@humboldt.edu

Project Description: Battery Funding for CCAT's MEOW

The Mobile Energy Operations Wagon at the Campus Center for Appropriate Technology, aka: The CCAT's MEOW, is a mobile renewable energy system designed to power local university and community events by showcasing solar-electric technology for interpretive purposes.

Humboldt State University Students involved with the Appropriate Technology course and The Campus Center for Appropriate Technology designed and built the Mobile Renewable Energy Trailer in 2003, which was later named the Mobile Energy Operating Wagon (MEOW).

However, over winter break last year, the MEOW was stolen and vandalized. The trailer itself was recovered by the CHP near Hoopa, missing all of the solar panels and equipment. Unfortunately, the thieves were never apprehended, and the stolen equipment never recovered. However, due to the amazing generosity of local community members and the hard work of several CCAT employees, we've been able to get donated the majority of the equipment needed to fix the MEOW. We've received full donations for 4 new solar panels, an inverter unit, and a charge controller.

We were also able to secure a 50% donation from the manufacturer for 4 batteries needed to run the trailer. However, this still represents a cost of \$1,000 including shipping.

Justification:

The MEOW has already been involved in several sets of student projects done by students from upper division Environmental Science and Engineering classes, including an ENGR 305 class this semester. Additionally, over the years that MEOW was regularly used between 2003 and 2010, it was a centerpiece of many campus events, such as concerts, barbecues, and featured speakers. The investment will more than pay itself off, by cutting utility costs for these events, and reducing their carbon footprint. It's also a great attraction to student events, and a way to educate students about our energy use and more sustainable alternatives.

Other Funding Sources:


CCAT expects to cover as much as we can of this from our budget and trust. However, covering the full \$1,000 cost will prevent us from completing several other ongoing projects that students are involved in at CCAT this semester. By getting \$295 from unallocated funds, CCAT can make sure that these other projects are still completed. CCAT will be participating in Grad Fair later this week, a yearly fundraiser for us, and hopes to raise \$4-500 for the battery purchase. We can cover the remaining \$2-300 from our trust or AS budget.

Environmental and Social Responsibility:

The old MEOW design utilized 8 lead acid batteries that while cheaper require more maintenance, operate less efficiently, and are less environmentally friendly than the 4 new gel batteries that we plan to purchase. The trailer itself helps to offset the carbon footprint of CCAT and other campus events, and helps to educate about sustainability. Many of the sources of electricity that would be used otherwise, such as natural gas, coal, or large scale hydroelectric are not as environmentally or socially responsible.

MCC MEMO

TO: Board of Finance
HSU Associated Students

FROM: Marylyn Paik-Nicely 
HSU MultiCultural Center

RE: Request to Transfer Position Allocation to Hourly

DATE: March 15, 2012

The MultiCultural Center (MCC) would like to transfer \$1,539.25 from Position Allocations (Director, Co-Director and Assistant Director positions) to Hourly Wages. The following explains why this funding has not been used along with the balance for each position.

Native American Community Outreach Coordinator (\$727.75)

This Coordinator did not return to HSU for the 2012 spring semester. Reason was financial aid and number of units. He was asked to attend classes at College of the Redwoods for one semester and apply for the 2012 fall semester. The MCC hopes to employ this student in the same position when he returns to HSU.

Social Justice Summit Coordinator (\$811.50)

For academic and personal reasons one of the Social Justice Summit Coordinators resigned from the position on Jan. 30, 2012, and is no longer on MCC/AS payroll. This person has continued to be involved at the MCC as a volunteer.

MCC staff, who are hourly employees, worked additional hours at the Summit on March 2 & 3. There will also be additional post-Summit work such as tabulating evaluations of the Summit and individual workshops. The Big Time is coming up, and MCC staff will be working more hours. There is a possibility of hiring additional staff for the planning and organizing of this annual event.

Amanda Staack, MCC Office/Budget Manager, will be attending the Board of Finance meeting on March 25.

Thank you for your support and consideration.

CC: Amanda Staack