

Associated Students Board of Finance  
Humboldt State University  
Monday, December 5, 2011  
Nelson Hall East, Room 120  
Minutes #6

**DRAFT**

**Call to Order**

Rachel Brownell called the Board of Finance meeting to order at 4:05 p.m. Monday December 5, 2011 in the Nelson Hall East 120.

**Roll Call**

Members Present: Rachel Brownell, Bryan Kelly, Paul Yzaguirre (late excused), Stefan Kreid, Marshall Hendricks

Advisor Present: Joan Tyson

**Approval of the Agenda**

MOTION: KREID/KELLY move to approve Agenda #6 APPROVED

MOTION: KELLY/KREID move to amend the agenda to reorder Old Business – Item B and Old Business – Item A on the agenda APPROVED

**Chair's Report**

Brownell had no report.

**Approval of the Minutes**

MOTION: HENDRICKS/KREID move to approve the Board of Finance Minutes #5 dated November 7, 2011 APPROVED

Kelly stated that although Marylyn Paik Nicely reported in the meeting that she had no plans to hire additional hourly staff, new hire paperwork for an hourly worker was submitted the day after the meeting to the Associated Students Business Office.

**Old Business**

- B. Request from the Associated Students Government from Capital Purchases Reserve for funds in an amount not to exceed \$1,245.00 for the purchase of one new Dell OptiPlex 960 Computer – Action Item  
The Hewlett Packard computer that the Council Assistant used was nine years old and began to stop functioning in the third week on November. The Dell computer will replace the Hewlett Packard and should last a minimum of five years.

MOTION: KREID/KELLY move to approve the request from the Associated Students Government from Capital Purchases Reserve for funds in an amount not to exceed \$1,245.00 for the purchase of one new Dell OptiPlex 960 Computer APPROVED

Tyson explained that the computer used by the Council Assistant was nine year's old and began to fail the third week of November. Tyson noted that the request for funds is an "after the occurrence" request as it was necessary for the computer to be replaced immediately. The request for funds is from the Capital Purchases Reserves which currently has a balance of \$101,000.00. Kelly suggested that the operating system be updated.

*A representative from the Women's Resource Center was not available. The Board continued with Old Business Item C & D.*

- C. 2012-13 AS Budget Timeline – Action Item  
Review and Approval of the 2012-13 AS Budget Timeline.

MOTION: HENDRICKS/KREID move to approve the 2012-13 AS Budget Timeline  
APPROVED

Tyson reviewed the 2012-2013 Associated Students Budget Timeline with the Board of Finance and noted that it was important for the Board of Finance to commit to meeting on Saturday, February 25 as this will be the time that will be communicated to the programs for budget hearings.

- D. 2012-13 AS Application Materials – Action Item  
Review and Approval of the 2012-13 AS Budget Application Materials

MOTION: KELLY/HENDRICKS move to approve the 2012-13 AS Application Materials  
APPROVED

Tyson provided a schedule to the Board of Finance of the costs associated with awarding additional hours to all Assistant Directors, Co-Directors and Directors. Tyson explained that an increase of hours for students employed in these positions would cost approximately \$20,000.00. Tyson does not expect any significant changes in student fee money, but that there may be slight increase from enrollment growth at the University. Kelly asked what wages are provided to the Campus Center for Appropriate Technology Co-Directors. Tyson responded that Co-Directors receive free rent in the Buck house and are volunteer employees. The Board of Finance took no action to increase hours allocated to Director positions. Tyson stated that the budget materials would be sent to each of the programs after being approved by the Board of Finance. These materials are very similar to those used in the past.

- A. Request from the Women's Resource Center (WRC) for approval to spend an amount not to exceed \$1,400.00 from the WRC's Women's Herstory Month line-item and to expend funding in conjunction with a potential grant from the Activities Coordinating Board/ MultiCultural Center (ACB/MCC) Allocation Board to pay for costs associated with hosting Angela Davis as a speaker for Women's Herstory Month– Action Item  
The WRC is requesting to spend all funds allocated in the Women's Herstory Month line-item to host Angela Davis as a speaker for Women's Herstory Month. The funds would be included with potential funding from a Diversity and Inclusion Grant (\$2,400.00), MultiCultural Center (\$500.00), Department of Social Work (\$500.00), Department of Critical Race and Gender Studies (\$500.00), Fundraising (\$1,100.00) and a Clubs and Activities Small Grant (\$1,000.00).

MOTION: KELLY/HENDRICKS move to table Old Business – Item A to the January 30, 2012 meeting  
APPROVED



**Announcements**

There were no announcements.

**Adjournment**

Brownell adjourned the meeting at 4:50 p.m. without objection.

Recorded by:

Rob Christensen  
A.S. Council Assistant

Approved by:

A handwritten signature in cursive script, appearing to read "Rachel Brownell", written over a horizontal line.

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