



## ASSOCIATED STUDENTS, INC.

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS  
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### Minutes

#### Finance Commission

Friday, December 3, 2021 8:30 AM

See ASI Website for Zoom Meeting Details

*This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.*

- I. Called to order at 8:32 a.m. by Christopher Hendrix, Chairperson
- II. Roll Call  
**Voting Members Present:** Christopher Hendrix, Jonathan Molina-Mancio, Janelle Catbagan, Obioha Ogbonna, and Ricardo Ortega Martinez  
**Advisors Present:** Rasheedah Shakoor, Michellena Lakey, Djeneba Ahouansou, and Donisha Quiller  
**Visitors:** Natalia Garcia, Bri Serrano, Ana Miriam Barragan, and Shamshad Elimu
- IV. Approval of Minutes (November 5, 2021) – Action Item  
\*M/Molina Mancio, S/Catbagan to approve the minutes of November 5, 2021, as submitted.  
**VOTE: UNANIMOUS**
- III. Approval of Agenda – Action Item  
\*M/Molina Mancio, S/Catbagan to approve the agenda as submitted  
**VOTE: UNANIMOUS**
- V. Reports  
**ASI President** – Molina Mancio noted ASI 2021-2022 Budget for this fiscal year has been approved by the University President's Office.  
**Associate Director** – Lakey reported ASI is now closed to hiring a new CDC Director. She further explained ASI will have to meet the changing needs of staff over the course of Spring semester.  
**Accounting Manager** – Quiller forward budget call letters to Clubs and Orgs, received a few singed copies back waiting on the rest.  
**Executive Director** – Shakoor and Ahouansou met with Auxiliary partners on campus to discuss the upcoming auditor transition. It was decided to extend our contract with the current auditors for another year. Shakoor further noted IRS sent ASI notice that last year's taxes were not filed, and there was an extension filed. She contacted them now waiting to hear back from IRS on this issue.
- VI. Open Forum – Agenda Items Only  
Time for audience members to address the Commission on specific agenda items only.

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Molina Mancio asked reasoning behind sticking with the current auditors for another year. Shakoor noted due to Foundations current financial situation, adding this transition of new auditor may be too big of a change to make this semester. The group overall agreed to stick with the current auditors for one more year.

### VII. Unfinished Business

#### A. Multicultural Resource Centers Requests – Discussion/Action Item

The Commission will review and consider several funding requests from the resource and affinity centers.

Representative from TDSC and QCRC were not there for presentations of funding requests to the Finance Commission. Ahouansou gave debriefing of the funding requests. The first request TDSC asking for \$3,500 for the event titled Open House and the expected attendance is 200 students. The second request from QCRC asking for \$2,000 event titled Lavender Graduation, expected attendance is 90 students. This request covers cost of honorarium, space reservation, campus catering, and grad sashes. The last funding request is also from the QCRC requesting \$1,725, event titled Queer Leadership Retreat, social media access, honorariums, and food.

\*M/Molina Mancio, S/Ortega to approve affinity center request as long as they have funding. **VOTE: 3/0/1 MOTION CARRIES** (Ogbonna abstained)

#### B. ASI Hospitality Form – Discussion/Action Item

The Commission will discuss and consider approving an ASI Hospitality Form.

Ahouansou noted ASI Hospitality Form is required to stay in compliance with the University and Foundations. This document will be used specifically for events that will involve campus dining or catering. Lakey proposed following edits to the hospitality form:

Section I: Retitle “Event/Program Information”

Section III: Retitle “Purpose” and include line for “Program

Description/Purpose” A space for a list of attendees or event flyer, and “Direct/Indirect Benefit” line should also be included in this subsection.

Section VI: Remove ask boxes for “Budget for Event/Program” and “Relevant Quote(s)”

\*M/Molina-Mancio, S/Catbagan to approve ASI Hospitality Form with the proposed edits. **VOTE: UNANIMOUS**

### IV. New Business

#### A. ASI Budget Timeline – Discussion/Action Item

The Commission will review and consider approving a tentative budget timeline along with budget call letters in preparation for the Spring 2022 budget season.

Ahouansou went over tentative Budget Timeline 2022-2023. Ahouansou pointed out the Finance Commission will start meeting again January 28, 2022 and the meeting

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time would change to 3:00 – 5:00 p.m. The Finance Commission will receive a copy of the proposed timeline once it is finalized and approved. She further noted the previous Budget Call process is now being update to Revenue Sharing process. December 14, 2021 to February 18, 2022, Clubs and Organizations will be encouraged to sign up for the Revenue Sharing process through the ASI website. Clubs and Organizations that do sign up for this process must be a recognized by the Office of Student Life. Ahouansou then presented a sample copy of the Revenue Sharing document to the Commission and explained the new process. February 8<sup>th</sup> and 9<sup>th</sup> were proposed for Revenue Sharing orientations where 4 informational sessions will be held within these two dates to provide students with the opportunity to learn more information regarding the Revenue Sharing process.

\*M/Molina-Mancio, S/Ogbonna to approve the proposed ASI Budget Timeline.

**VOTE: UNANIMOUS**

\*M/Ogbonna, S/Molina Mancio to approve the newly proposed Revenue Sharing process and packet. **VOTE: UNANIMOUS**

V. Open Forum – Discussion Item

Time for members of the audience to address the Commission.

Molina Mancio emphasized the importance of next semester’s Budget Timeline to the organization. He further explained it is critical that all members are present at Commission meetings moving forward. Lakey commented that it is in ASI’s best interest to have the Recreation Center Referendum on ASI Ballot for this upcoming election cycle. Molina Mancio said he would bring up this idea up to the University President

VI. Adjournment

Meeting adjourned at 9:39 a.m.

Chair’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_