



ASSOCIATED STUDENTS, INC.

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

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Minutes

Finance Commission

Friday, October 24, 2025 11:00 AM – 12:00 PM

Loker University Student (LSU) 113

- I. Call to Order at 11:04 AM by Kyrsten Tyler, Chairperson
- II. Roll Call
Voting Members Present: Kyrsten Tyler, Edgar Mejia-Alezano, Aaditya Kapadia, Elliot Gonzales, and Chastity Cowan
Advisors Present: Morelia Castaneda-Patino, Michellena Lakey, and Ryan Heredia(via Zoom)
Advisors Absent: Rasheedah Shakoor
Visitors: Janneane Rosales, Arwin Ordonez, and Shamshad Elimu
- III. Approval of Agenda – Action Item
*M/Kapadia, S/Mejia-Alezano to approve the agenda for October 24, 2025.
VOTE: UNANIMOUS
- IV. Approval of Minutes (October 10, 2025) – Action Item
*M/Kapadia, S/Mejia-Alezano to approve the minutes for October 10, 2025.
VOTE: UNANIMOUS
- V. Reports
Executive Vice President -- Gonzales inquired how to move forward with the idea of a Food Truck on campus during certain hours.
- VI. Open Forum – Agenda Items Only
Time for members of the audience to address the Commission on specific agenda items only. None.
- VII. Unfinished Business
 - A. Entrepreneur Society Funding Request–Action Item
The Commission will hear and consider the Entrepreneur Society’s request for funding from the Finance Commission.
Entrepreneur Society contracts are still a work in progress, and they are willing to work with ASI.
*M/Gonzales, S/Kapadia to table Entrepreneur Society Funding request for \$3,669. **VOTE: UNANIMOUS**

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B. Financial Policies and Procedures Manual (FPPM) – Discussion Item

The Commission will review the ASI Financial Policies and Procedures Manual. The deadline to approve FPPM is November 30, 2025. If not, the current FPPM will remain unchanged.

Updates to the FPPM:

- Section 11 pg. 8, remove Revenue Sharing, as that is something we don't do anymore; this change will be reflected in the other pages as well.
- Section 2 pg. 10, "Budget", change "commission listed below" to "referendum entities", and LEAD is removed as they are not part of the referendum entities. They will also specify that the Finance Commission does the budget review process.
- Grammatical corrections are done to make it easier to read with updated titles and changes to reflect what ASI does and does not.

VIII. New Business

A. Quarter 1 Financial Overview – Discussion Item

The Commission will review and discuss the ASI Q1 financial report.

Castaneda-Patino presented the PeopleSoft report of first-quarter expenses. She noted that ideally, the first quarter should not account for more than 25% of the overall percentage utilized at this point of the fiscal year. The following items exceeded 25% of the total costs incurred: ASI Public Relations, Contractual Services, Info Tech Software, CDC Expenses Other, CDC Memberships, CDC Instructional Supplies, CDC Facilities, ASI Audit, Professional Development, Insurance Premiums Expense, Litigation Costs, Memberships, ASI Fees/Service Charge, ASI Fellowships, ASI Conference, Travel In-State, and Expenses-Other. Some of these costs are one-time, year-long expenses that were incurred in advance, while others were incurred because their budget was insufficient. Because they had to speak with attorneys in response to the CSU Employees' Union's request for public documents, the litigation cost was unanticipated. The CDC Contractual Services line item reflects an unexpected expense incurred from University Facilities, which began charging services that had not been billed in previous years. Expect to see an increase in the future budget for CDC Contractual Services. Castaneda-Patino clarified that if there are any extra dollars in the budget, they could be allocated as needed for other expenses. The CDC Instructional supplies budget went over due to the increasing cost of supplies and will most likely go over its budget. The commission expressed concern over the budget for Travel In-State; travel for CHESS is included in this budget. Lakey noted that all the Board members will attend CHESS this year. Castaneda-Patino noted they don't have the actual numbers. The Commission asked if they could do anything to anticipate higher expenses for the CDC due to new expenses.

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Castaneda-Patino is working with the CDC Director for additional funding. Lakey noted that just looking at the budget is proactive. ASI has an accrual for Postage and Freight from previous years.

IX. Open Forum – Discussion Item

Time for members of the audience to address the Commission.

Gonzales asked if they could allocate money to the food truck idea or a different form of food accessibility. An email was sent to a group of students to figure out what can be done for on-campus students to get food after hours and to request funding from the Finance Committee. Gonzales will recruit a group and update Castaneda-Patino. Ordonez received \$500 for volunteering and is working with Mejia-Alezano to provide that as meal vouchers to students.

X. Adjournment

Meeting adjourned at 11:57 a.m.

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