



**ASSOCIATED
STUDENTS INC.**
C H A N N E L
I S L A N D S

**NOTICE OF MEETING OF THE BOARD OF DIRECTORS OF
ASSOCIATED STUDENTS OF CSU CHANNEL ISLANDS, INC.**

A meeting of the Board of Directors was held on Thursday, August 4, 2011 at 8:00 a.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Student Union Conference Room, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) **Call to Order:** 8:06 A.M.
 - a. **Members Present:** Ben Pereira, Chris Carroll, Richard Wagner, Veronica Palafox, Missy Jarnagin, Ed Lebioda, Damien Pena, Elyse Farnell, Dulce Lopez, Ryan Hunnewell
 - b. **Members of the Public:** Christine Thompson, Dr. Evans Taylor, Dr. Jacquelyn Kilpatrick, Rolland Vasin (teleconference), Stephanie Bracamontes,
- 2) **Approval of Minutes:** July Meeting minutes; Mr. Wagner motions to approve, Ms. Jarnagin seconds. Motion passes.
- 3) **Public Forum:** No members of the public addressed the Board.
- 4) **Financial Report:** Overview of June expense report (See Appendix A), will provide final year end closing at next meeting. Financial reports will be moving to a PeopleSoft format.
- 5) **Entity and Community Relations Reporting**
 - a. **Student Government:** Ms. Lopez reported she spoke with Miles Nevins who indicated that he will be encouraging students to participate in a program called Books not Bars. Student Government will be working on this campaign.
 - b. **Student Programming Board:** Ms. Palafox reported they will be hosting Bash at the Beach, hosted at Hollywood Beach in Port Hueneme; the event will take place September 2nd. She is currently conducting Interviews for the Director of Operation position.
 - c. **Nautical Yearbook:** Ms. Farnell reported on her plans to collaborate with NSOTP to create a Photo booth at the Welcome Back event. Collaborate with the University to determine the theme of the 10th anniversary book.
 - d. **CI View:** Mr. Carroll finalized the fiscal year printing schedule. Currently, the CI View is Interviewing for the Managing Editor position. Mr. Carroll is also meeting with individuals who will be assisting in providing funds to the View, this will allow the paper to submit additional editions that were not in the budget.
 - e. **Community Relations:** Mr. Wagner, the chamber has a new president of the Board. Will be looking at their goals for the next year. Meeting will be held August 18th at the Chamber of Commerce.
- 6) **Outstanding Business**
 - a. **ASI Stole:** Ms. Farnell has gathered a small task force to look at creating the ASI Stole. Will be meeting with Dr. Evans Taylor and has assembled a sub-committee of the ASI Board of Directors.
- 7) **New Business**
 - a. **Dr. Jacquelyn Kilpatrick-Campus Reading Celebration:** Chair of English Department, ETC. Placed in charge of the Campus Reading Celebration, in the past ASI has provided lunches for the event. The event currently has a budget of \$25,000 from IRA but IRA funding prohibits buying of food. Would like for ASI to contribute as much as the Board can, would appreciate any amount. The event is at noon and would like to provide lunch for Students and discuss the book, "Life on a Color Line". The hope is to be an educational experience for the staff, faculty, and students. Take time out of their day to discuss the book and provide lunch during the noon hour. The event will go from approximately 12-2pm on Tuesday Oct. 4th. Box lunches seem to be the least expensive option. Have been asking all departments for assistance.
 - i. **Dr. Evans Taylor:** The Budget Allocation Committee hears requests for the Clubs and Organizations. The committee is looking at the policy to have oversight of all ASI spending. This has not been formally approved by the Board of Directors so is not an active policy.

- ii. Mr. Wagner: Tremendous under runs of revenue and expenses. Ms. Jarnagin will look at what we placed in reserves from last year.
- iii. Mr. Hunnewell: The issue is if food is an integral part of the program, it does enhance the program but is not essential to putting on the event. The food will be there and then gone forever. Ms. Jarnagin will look at reserves and unrestricted reserves and will bring to the next meeting. Dr. Evans Taylor encourages the Board to look at the statement of purpose to see where the Board should be directing its efforts. Dean Pena moves to approve to not provide fund the Reading Celebration, seconded, motion passes, 6 ayes, 1 nay and 2 abstentions. Motion passes.
- b. **ASI Statement of Purpose:** Dr. Evans Taylor: After working on the ASI Statement of Purpose with Ms. Thompson, Jonathan Neira, and Dana Lockwood received a letter from the President stating that ASI “Identifies and responds to major student issues and initiatives.” Would like to add this statement into the ASI Statement of Purpose. Request for the Board to discuss this addition. Board recommends adding another sentence within the current statement of purpose. Will take some time, review and email suggestions.
- c. **Entrance Interview** (Time certain 8:30am): Mr. Vasin: The scope of the audit for 2011 will focus on general accepting accounting principles, testing of internal controls, and test of compliance with the Auxiliary regulations with response to handling fiscal management. Other focus areas include Risk Management system, the comprehensive combo of risk management, disaster, whistle blower program, etc. Auxiliaries at CI operate under the Chancellor’s Office and therefore many of these regulations are being complied with because of the adoption of Campus policies.
 - i. Timing: Vasin group is already half way through the audit and will send the report on September 30th to the Chancellor’s office. Working with seasoned team of auditors who will be reviewing all Accounting Principles and overseeing the audit.
- d. **Signature Authority:** this resolution takes names off of the document and is stated by positions. Took off the controller of the University because we do not have a controller anymore. The campus has never placed Executive Directors on signature authorities for bank statements. The Executive Director signs off on many of the documents before the documents are sent to the Budget Office. Mr. Wagner motions to approve, Mr. Lebioda seconds, motion passes to adopt Resolution.

8) **Adjournment:** 9:12am

Next ASI Board Meeting is scheduled for Thursday, September 1, 2011 at 8 AM in the Student Union Conference Room.

Agenda respectfully submitted by Christine Thompson.