



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

**NOTICE OF MEETING OF THE BUDGET ALLOCATION AND SPENDING COMMITTEE OF
ASSOCIATED STUDENTS OF CSU CHANNEL ISLANDS, INC.**

NOTICE IS HEREBY GIVEN, to the general public and to all of the Board of Directors of Associated Students of CSU Channel Islands, Inc., a California nonprofit public benefit corporation, that:

A meeting of the Budget Allocation and Spending Committee (BASC) will be held on Wednesday, October 18, 2017 at 1:00 p.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Student Union Meeting Room A, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) Call to Order: (time) 1:05 pm
- 2) Roll Call:
 - a. Members Present: Matt Fennel, Riley Leal, Carisa Arellano, Jennifer Moss
 - b. Members of the Public: Helen Alatorre, Monica Campos, Annie Block-Weiss, Diane Mandrafina, Angela Christopher
- 3) Approval of Agenda:
 - I. **M/S/P (C. Arellano/R. Leal) Motion Passes 3-0-0**
- 4) Approval of Minutes:
 - a. ACTION ITEM: May 3, 2017 Minutes
 - II. **M/S/P (J. Moss/C. Arellano) Motion Passes 1-0-2**
- 5) Public Forum:
 - a. Helen Alatorre suggested that all public forum members introduce themselves.
 - i. Public Forum members gave introductions and also brief position descriptions.
- 6) Outstanding Business:
 - a. None
- 7) New Business:
 - a. INFORMATIONAL ITEM: Committee Introductions (M. Fennell)
 - i. All members introduced themselves and their positions on campus.
 - b. INFORMATIONAL ITEM: BASC Procedures Overview & Member Expectations (M. Fennell & H. Alatorre)
 - i. M. Fennell stated that he expects all members to arrive on time and attend all meetings.
 - ii. Genesis Delong encouraged all members to be familiar with BASC procedures so they are prepared for budget presentations.
 - iii. H. Alatorre advised that members know all aspects of the BASC procedures so they are able to make informed decisions when deliberating.
 - iv. G. Delong added that changes to the BASC procedures are able to be made in the future to improve efficiency. Therefore, members should pay close attention to procedures so that weak points can be identified.
 - c. INFORMATIONAL ITEM: Sign BASC Member Agreement (M. Fennell & H. Alatorre)
 - i. M. Fennell reviewed the agreement and asked all members to sign the member agreement.
 - d. INFORMATIONAL ITEM: Fall Budget Request Timeline Overview (M. Campos)
 - i. M. Campos reviewed with the BASC the highlights of the Fall request timeline.
 - ii. G. Delong advised that members review all budget packets before presentations to be prepared to ask questions.

- iii. H. Alatorre added that it would be beneficial to take detailed notes on each presentation, because there will be a substantial time gap between presentation dates and deliberation dates.
 - e. INFORMATIONAL ITEM: BASC Receiving Budget Packets for Review [goal by 11/10] (M. Fennell)
 - i. M. Fennel explained to the BASC that all Fall budget packets will be given to the committee in time to review them before presentations.
- 8) Future BASC Agenda Items: *(these items are noted as possible future agenda items)*
- a. INFORMATIONAL ITEM: Campus Partner Budget Request Presentations
 - b. INFORMATIONAL ITEM: ASI Administration Budget Request Presentation
 - c. INFORMATIONAL ITEM: Student Union Budget Request Presentation
 - d. INFORMATIONAL ITEM: ASI Entity Budget Request Presentations
 - e. ACTION ITEM: BASC Budget Request Deliberations
 - f. INFORMATIONAL ITEM: Financial Training
 - i. Diane Mandrafina said that they would gladly train the BASC in whichever topics the committee felt would be most beneficial. Both Diana Mandrafina and Jennifer Moss stated that they could be great resources for the BASC.
 - g. INFORMATIONAL ITEM: Campus-Wide Instructions for Budget Proposal (BFA representative)
 - i. H. Alatorre stated that Cindy Derrico will be in contact with the BASC to communicate the campus-wide instructions.

Toni Deboni arrived.

9) Questions:

- a. M. Fennell asked if any of the committee had any questions
 - i. C. Arellano shared that they hold a leadership position for The Nautical and inquired if it would be a conflict of interest to present the budget presentation on behalf of The Nautical.
 - 1. G. Delong stated that it would not be a conflict of interest but previously the second in command has presented on behalf of an entity.
 - 2. The BASC came to a mutual agreement, that both Student Programming Board and The Nautical, would have their second in command present their budgets for presentations to the BASC.

10) Adjournment: 1:29 pm

Next BASC Meeting is scheduled for Wednesday, November 15, 2017, 1:00 p.m. (presentations) in the Student Union Coville Conference Room.

Minutes respectfully submitted by Monica Campos, ASI Budget Support Coordinator.