



**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.**

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 Board of Directors will be held on Thursday, May 3, 2018 at 7:40 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: 7:44 a.m.
- 2) Roll Call:
 - a. Members Present: Elizabeth Heim, Riley Leal, Jazzminn Morecraft, Carisa Arellano, Isabel Campos, Toni DeBoni, Jennifer Moss, Jeremy Booker,
 - b. Member of the Public: Genesis DeLong, Monica Campos, Annie Block-Weiss, Helen Alatorre, Cindy Derrico, Kristina Hamilton, Bethany Banuelos, Tonee Sherrill, Diana Ballesteros, Diane Mandrafina, Thomas Bunker, Atticus Reyes, Rolland Vasin, Leslie Brotcke

3) Approval of Agenda:

- I. **M/S/P (I. Campos/J. Morecraft) Motion passed 7-0-0**

4) Approval of Minutes:

- a. ACTION ITEM: Approval of minutes from April 26, 2018
- II. **M/S/P (R. Leal/E. Heim) Motion passed 7-0-0**

5) Public Forum: None

Per request, the Board will address the audit item under new business first before the rest of the agenda.

6) Reports:

- a. Financial Report (*R. Leal*)
 - i. March Report
 1. ASI01 – Administration
 - a. Balance Sheet (Page 1): Assets are healthy at \$1.8M, and Liability remain low at \$91K. Total Net Assets remain stable at \$1.7M.
 - b. Income Statement (Page 2): Student Fee Revenues exceed budget by \$61K. Compared to budget, ASI01 is underspent at \$169K.
 - c. Income Statement (Page 3): For ASI Administration Only, expenses are relatively flat compared to budget at \$314K.
 2. ASI03 – Student Union
 - a. Balance Sheet (Page 4): Assets are healthy at \$1.2M, and Liability remain low at \$76K. Total Net Assets remain stable at \$1.1M.

- b. Income Statement (Page 5): Year-to-Date Revenues exceed budget by \$20K. Year-To-Date Expenses exceed budget by \$28K. Net impact to the bottom line is \$8K.

- 3. Fund Balances

- a. Fund Balance (Page 6): Balances remain strong at \$6.8M.

- 4. Club Balances

- a. Club Balances (Page 7): Negative balances show revenues held by each club. Net club revenues for year-to-date are \$22K.

- b. Student Government (*K. Hinojosa*)

- i. Last night was the Legacy Awards and they were very successful
- ii. The last item of the year is handing out dead week care packages next week along with Student Programming Board
- iii. New information for the Board. Yesterday at Student Government's (SG) senate meeting the senate voted on a new addition to the SG bylaws. This new addition is stated as such:

- 1. "To protect the integrity of Student Government, if less than 3 senators sit on the Senate, the ASI Board votes on all appointments until this minimum is reached. These appointments must be recommended by the current President of Student Government (or whoever our bylaws dictate) [per our bylaws]. CSUCI Student Government."

- a. Should the senate have less than three senators then the Board would vote on Senators

- i. The process for interviewing and vetting Senators will stay the same where the Vice President and President of SG will interview them and then this new addition would ask of the Board to then vote the individual in or not to the Senate until there are minimum of three Senators in the Senate. At which point SG would take back over the voting in process.

- iv. Additionally, SG will be going bowling as an end of the year party and SG would like invite all the Board members to join if able.

- c. Student Programming Board (*R. Leal*)

- i. The last block party of this school year will be tomorrow night
- ii. As SG mentioned, Student Programming Board is assisting in dead week care packages

- d. Student Union (*I. Campos*)

- i. SU is hiring for Building Manager! We have also hired two new student assistants.
- ii. The Student Union is sending three students to a student focused conference that focuses on leadership and community development in July

- iii. Student assistants will be completing their semester evaluations over the next two weeks
- iv. Student Union student assistants are completing the Making Connections program on May 1st. They completed six activities that enhanced their professional skills and knowledge.
- v. Ekho's Birthday Bash was yesterday May 2nd!
- vi. Tonee Sherrill:
 - 1. Kylie Mah and Dejah Vasquez were recently hired as two new Student Union student assistances
 - 2. Finally, yesterday was Ekho's Birthday Party and it was very successful due to the spirit squad and our Student Union Graduate Assistant, Caroline Fernandez
- e. The CI View (*J. Morecraft*)
 - i. Tomorrow we will be releasing the special May online edition
 - ii. Finally, we are working on the orientation edition
- f. The Nautical (*C. Arellano*)
 - i. Our team is wrapping up and proofing the book and we are excited that there is so much content in the book this year
- g. Community Report (*R. Bass*) *None, due Rhen Bass being unable to attend the Board meeting*

7) Outstanding Business:

- a. Subcommittee Updates
 - i. BASC (*C. Arellano*)
 - 1. Last week at our ASI Board of Directors meeting the budget was approved for recommendation to go to President Beck for approval
 - 2. Tomorrow, we will be wrapping up at our meeting by finalizing any additional recommendations that the committee has for next year's committee
 - ii. Election Council (*E. Heim*)
 - 1. Last week was the Council's last meeting where we finalized our recommendations for the Election Code for next year's Council to take into consideration
 - iii. Stole Committee (*K. Hinojosa*)
 - 1. Stoles are ready to be picked up at the Student Union front desk
 - 2. Also we are going to continue to look into the price of stoles per speaking with Kem French and hearing the vendors he uses

8) New Business:

- a. INFORMATIONAL ITEM: Audit Entrance Meeting (*D. Mandrafina & R. Vasin*)
 - i. Rolland Vasin addressed the Board about the Audit Entrance:

1. This audit entrance meeting establishes the scope of what we will be doing for the audit

Karina Hinojosa Arrived

2. This audit will be conducted with generally accepting audit procedures
3. On or before September 15, 2018 the audit will be given to the Chancellors office
4. There are no changes in standards for this current year
5. A risk based approach will be used for this audit
 - a. Risk meaning any event that could occur that would interfere with this organization and then assessing the responses to that risk, which also includes looking at fraud related issues

Isaiah Ball Arrived

6. Sometimes the Board would like us to look into certain areas as well
 - a. Does the Board have any special items that they would like us to test in addition to the regular audit?
 - i. Board: No
 7. There are no new standards for this year, but next year there will be changes, but not a ton of impact to this organization as they are mostly not applicable
 - a. One does affect this organization: In basic terms, it asks- Where do funds come from to basically pay the bills?
 - i. This affects the reserve plans and the reserve plans will be required to be disclosed
 8. The audit team is the same team that has worked with this organization over the years
 9. The fees for this audit are unchanged from previous years and this is a fixed fee
 - a. There is a Board Awareness Program that we offer, which is included in this fixed fee
 10. The Board will want to take a look at the organization 9-90 form to see if it is applicable for this organization
 - ii. Questions/Discussion: *None*
- b. INFORMATIONAL ITEM: Introduction of Newly Elected ASI Officers (*G. DeLong*)
 - i. Genesis DeLong introduced two of the incoming officers for next year
 1. Atticus Reyes – New Student Government President
 - a. Atticus addressed the Board and shared that he is new to Student Government and that he worked in DC as an intern last year. Next year he will be a senior and is looking forward to helping all students at CI in this role.

2. Thomas Bunker – SG Senator

- a. Thomas addressed the Board and shared that he is a transfer student who will be a senior next year. Previously he has been a costumer in the theatre department, but is looking forward to having a more direct role with Student Government and the student body.

c. DISCUSSION ITEM: ASI Bylaws Update (*H. Alatorre*)

- i. H. Alatorre shared with the Board that there currently has been no feedback from the Board on the current bylaws, but as the Board is able to, for the remainder of their term to please provide feedback via the google doc, which will be shared with next year's Board as suggestions for change.

d. INFORMATIONAL ITEM: Thank You for Board Service (*C. Arellano*)

- i. C. Arellano thanked the Board for all their service this year and shared with the Board how much she has enjoyed serving as your Chair this year.

9) Closing Comments:

a. H. Alatorre:

- i. Thanked Carisa Arellano for serving as the Board Chair and finishing the year strong and additionally for serving on the BASC.
- ii. To all student leaders, thank you so much, it has been such an honor watching you serve the student body this year.
- iii. To our staff, administrators, faculty, and community members of the Board, thank you for serving on our Board as well. You really have gone above and beyond for this organization this year.
- iv. Finally, thank you to the ASI staff as well. Their work comes out of a deep passion for serving and help students and they truly keep students at the center of everything that do.

b. A. Block-Weiss:

- i. Thank you to Helen Alatorre for all your hard work and support this year to this Board as well. It is much appreciated.

10) Adjournment: 8:20 a.m.

Next ASI Board Meeting is scheduled for Thursday, August 30, 2018 at 7:40 a.m. in the Student Union Conference Room. Minutes respectfully submitted by Annie Block-Weiss, ASI Administrative Support Coordinator