Chair, Nathan Jones, has called a meeting of the Finance Committee on Wednesday, September 5th, 2018 at 9:00am-11:00am in Delmy Rodriguez (T-152) in the Cesar Chavez Student Center.

I. Call to Order
Meeting called to order at 9:04am.

II. Roll Call
VP of Finance – Present
Grad Rep – Present
Senior Rep – Present
LCA Rep – Present
Education Rep – Excused Absence

III. Approval of Agenda
Motion to approve the agenda for September 5th, 2018.
Moved by Grad Rep, seconded by Senior Rep.
No opposed. No abstentions. Motion passed.

IV. Approval of Minutes
Motion to approve the Minutes for September 26th, October 3rd, October 10th, October 31st, November 28th, 2017, February 27th, 2018, and July 25th, 2018.
Moved by Senior Rep, seconded by Grad Rep.
No opposed. No abstentions. Motion passed.

V. Announcements (2 minutes each). Please submit literature to Chair when meeting begins.
No Announcements

VI. Public Comment (2 minutes each). Must pertain to jurisdiction of Board. Please observe proper decorum. The board is not required to respond.
No Public Comment

VII. Closed Session Pursuant to Education Code 89307 of the California Code for the purpose of to consider the appointment, employment, and evaluation of performance, discipline, or dismissal of an employee.
No Closed Session

VIII. Old Business
a. Student Organization Funding Handbook, Policies, & Procedures (Action Item)
The Finance Committee will discuss and approve the new Student Organization Funding Handbook and Policies & Procedures.
The Finance Committee will discuss and approve the new Student Organization Funding Handbook and Policies & Procedures. Ana Milena Olson, Admin Services Assistant, informed the Committee that there was confusion as to the wording in regards to the implied requirements of the AS logo usage in the Student Organization Funding Handbook. The two sections which discuss logo are currently contradictory, with one suggesting the groups utilize the AS logo and another stating funds will be withheld if it isn’t used. Olson argued that it is administratively tough to hold the organizations applying for funding accountable for the use of the same logo. VP of Finance clarified that there was no way to hold the organizations accountable if they chose either of the contradicting sections.
or required) and that a rewording of the section would be needed. He showed a flyer made by the Marketing and Communications office, for the student organizations to utilize that states, “Attachment B” to show event is co-sponsored by AS SFSU.

Further conversation was lead on whether Finance Committee or the Student Organization Funding Council the same authority in to either approving or denying funding request for funding requests that are for $501 - $1500 ,without having to go to the Board of Directors for approval. Edina Bajraktarevic, AED of Business Administration & Finance, suggested that the wording should be changed to “Student Organization Funding Council (or Finance Committee)” to give authority to the council to approve or deny requests in the AS Student Org Handbook. VP of Finance clarified this change will give primary authority to the Student Organization Funding Council.

Motion to approve the Student Organization Funding Handbook with all the highlighted changes.
Moved by Grad Rep, Seconded by Senior Rep.
No opposed. No abstentions. Motion passed.

b. Investment Policy (Discussion Item)
The Finance Committee will discuss and review the new investment policy, presented by the AED of Business Administration & Finance.

AED of Business Administration & Finance passed around a Timeline Review of the current Investment Policy for the organization, which guides how AS is allowed to invest its funds. She also discussed that KCM, an investment firm in Marin County is responsible for managing the investment portfolio of 800k which invests in stocks and bonds. CSU has auditors to ensure proper spending is accounted for. She summarized the Education Code in regards to Student Body Organizations and the various codes and regulations for the investments for different auxiliary organizations throughout the campus have access to. She gave an example that when funds are collected from students they go through the CFO (fiscal officer), and described that the education code outlines how those funds can be deposited or invested in section 89301 in Article 1 (Student Body Organizations). She emphasized the the document shows just how limited the committee is in regards to what they can invest in.

LCA Rep entered at 9:26am.

AED of Business Administration & Finance gave an example of AS and the Student Center merging within the same investment policy. She discussed various ways in which the two auxiliaries were allowed to invest, and how the merger between the two called for a process to review how to invest into the future. The original Investment policy explained the different ways each auxiliary invests, and proposed that the new AS continue in the same vein. Upon taking her AED of Business Administration & Finance position, Bajraktarevic explained how she worked with the Board to approve a liquidation of the ex Student Center investment account, as that account was subject to different regulations that did not apply to AS. Continuing on the timeline the Committee will work towards approving a new, accurate investment policy as well as define whether additional amounts of money can be added to our current account with KCM. It was communicated that the VP of Finance has created a template of an investment policy on the Governance Drive and the Committee may make changes to it to make it more appropriate for SFSU Associated Students. AED of Business Administration & Finance proposed that she will create a folder on the drive with the necessary documents for the Committee to review before the next proposed meeting.
IX. New Business
   a. Student Organization Funding Council Charter (Action Item)
      The Committee will discuss, review, and approve a new Student Funding Council.

    VP of Finance briefed on the Student Organization Funding Council Charter Handbook, and suggested to change
    the way student organization representatives would be appointed by the Finance Committee, and that the wording of
    the subsections would need to be made in the policy to cover and include the procedures needed by councils, AED
    of Business Administration & Finance suggested that the policy be beefed up to ensure Students at Large are
    trained in the same policies as the rest of the councils and committees. VP of Finance stressed that the language be
    tightened up to ensure there would be no conflicts of interests within the different guidelines. He recommended to
    put the new language in the responsibilities section of the handbook to ensure the message is clear. AED of Business
    Administration & Finance suggested the attendance policy be made more specific between councils. VP of
    Finance announced these would be specified in the policy by next meeting.

X. Adjournment

    Motion to adjourn meeting at 09:45am.
    Moved by LCA Rep, seconded by Grad Rep.
    No opposed. No abstentions. Motion passed.
    Meeting adjourned.

Approved by: Nathan Jones

Respectfully submitted by: Brandon Bryant