



ASSOCIATED STUDENTS, INC.
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS
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Minutes
Finance Commission
Friday, October 5, 2018 2:00 P.M.
Loker Student Union 327

- I. Call to Order at 2:08pm by Chinaemerem Isika, Chairperson
- II. Roll Call
Voting Members Present: Chinaemerem Isika, Christian Jackson, Laura Celina Valadez, and Daylin Joseph
Voting Members Absent: Tamara Mitchell and Anthony Victor Giron
Advisors Present: Rasheedah Shakoor, Djeneba Ahouansou, Donisha Quiller, Michellena Lakey, Cecily McAlpine, and Wayne Nishioka
Visitors: Karina Cota and Shamshad Elimu
- III. Approval of Agenda – Action Item
*M/Joseph S/Valadez to approve the agenda as submitted
VOTE: UNANIMOUS
- IV. Approval of Minutes (September 21, 2018) – Action Item
*M/Joseph S/Jackson to approve the minutes of September 21, 2018 as submitted
VOTE: UNANIMOUS
- V. Open Forum – Agenda Items Only
Time for members of the audience to address the Commission on specific agenda items only. None
- VI. Unfinished Business
 - A. Finance Policies and Procedure Manual – Discussion Item
The Commission will discuss the updates to the Financial Policies and Procedures Manual.
The Commission reviewed and made changes; Nishioka suggested that ASI recognizes all the Clubs and Organizations in the manual. Ahouansou responded the Clubs and Organizations go through the Office of Student Life (OSL) for recognition before coming to ASI for any help. Only when recognized by OSL do ASI work with that organization. Nishioka will contact Ahouansou via email for all his review in the document. Isika suggested a Memorandum of Understanding (MOU) be created for ASI to receive any gift from any party. Ahouansou asked Isika to start working on the MOU as suggested.
 - B. ASI Reserve Policy – Action Item

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The Commission will discuss consider creation of a Reserves Fund and the source of its monetary allocation.

Isika passed the floor to Ahouansou for review and revisions of the document made. It was suggested to table the document and Commission members review and bring back at next meeting.

*M/Jackson, S/Valadez to table ASI Reserve Policy for next meeting.

VOTE: UNANIMOUS

C. ASI Office Furniture – Action Item

The Commission will consider the purchase of new office furniture.

Ahouansou was waiting to hear from Nishioka for the suggested contact the Furniture Company the university uses. Nishioka had not received any response from them. Commission decided to move ahead with purchase of new office chair on agreement that Nishioka will get a response and move with the best deal.

*M/Jackson S/Joseph to approve the purchase of ASI Office Furniture.

VOTE: UNANIMOUS

D. Accounting Software Update – Action Item

The Commission will consider the purchase of new technology needed for the office.

*M/Jackson S/Joseph to approve purchase of new Technology needed for ASI Office. **VOTE: UNANIMOUS**

VII. New Business- None

VIII. Reports

ASI Executive Director – Shakoor stated that the Children’s Center receives additional \$39,000 funding from the state and the director of the Children Center will ensure that more services will be offered to children from especially the students on campus.

University Chief Fiscal Officer’s Designee – Nishioka accept Financial Report and new CSU Hospitality Policy.

ASI Finance & Business Servicer Manager – Ahouansou asked Commission to review the Audit Report next BOD meeting Auditors will present. If you any question to please see her for clarifications before the auditors’ presentation.

ASI Finance Manager – Quiller is presenting at the training session

ASI Associate Director – Lakey working on Employee Benefits Vison and Dental changes coming up.

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- IX. Open Forum – Discussion Item
Time for members of the audience to address the Commission. None

- X. Adjournment
Meeting adjourned at 2:54p.m.

Chair's Signature: _____

Date: _____

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