

# Associated Student Government

## Minutes

Wednesday, February 15, 2023

4:00 p.m. Hasley Hall -137

Finance Committee Meeting

*Hasley Hall -137*

### Members Present:

***Collin Shneour***, President  
***Erik Polanco***, Officer of Marketing and Information  
***Sharika Shahid***, Executive Vice President of Activities  
***Ellie Wingo***, Vice President of Inter Club Council

### Members Absent:

***Clarissa Zuo***, Executive Vice President  
***Jesse McClure***, Student Trustee

### Others Present:

***Robin Herndon***, ASG Technician  
***Lynn Suh***, ASG Activities Advisor  
***Melinda Ursetta***, ASG Technician  
***Kelly Dapp***, ASG Advisor  
***Joanna Kelly***, CCC Advisor

### 1. General Business:

#### 1.1 ***Call to order/Welcome/ Recognition of Quorum***

Officer ***Collin Shneour***, Executive Vice President, calls the Finance Committee Meeting of the A.S.G. to order at 4:11 p.m. with quorum established and 4 ASG Officers present.

#### 1.2 ***Announcements:*** None

#### 1.3 ***Approval of the ASG Finance Committee Meeting of February 15, 2023***

***Motion:*** ***Erik Polanco, Officer of Marketing and Information***

***Second:*** ***Sharika Shahid, Executive Vice President of Activities***

***Record of Board Vote... 4 -0-0***

#### 1.4 ***Open Forum:*** None

## 2. Regular Board Meeting Items:

### **2.1 Discussion: ASG Grants Review & Discussion**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Erik Polanco, Officer of Marketing and Information*

**Background:** During each spring semester, ASG invites campus departments, programs, clubs, and student alliances to apply for ASG grant funds that may be used for the following academic year. The ASG Grant application process usually opens in March with grant deliberations taking place in early May. It's time for the ASG Finance Committee to begin solidifying the 2023-2024 ASG Grants details so that the dates and application may be released and advertised to the campus community in a couple of weeks.

Information will be provided to the ASG Finance Committee about the ASG Grants process and timelines. A draft of the ASG Grant application will also be shared with the committee for feedback. The ASG Finance committee will also need to discuss the award amounts and total amount of funds that will be allocated towards the 2023-2024 grants.

- The committee's main responsibility is to oversee grant process as well as approving the budget for the following year
- Deliberations will take place during the next meeting in May
- Departments/clubs may request funding through this process
- Grants fall within categories and this is to sustain a legacy from previous ASG boards
- Options are given for this year's grant allocations
- May apply for an open or category grant
- Deadline is March 31<sup>st</sup> to apply for a grant
- Do not accept late applications and only one per department is accepted
- Explanations of the different types of grants offered through the categories
- Guidelines explained for next year's budget
- Money for this year was allocated from last year's ASG board
- Acceptable categories to apply for are reviewed as well as what is not acceptable
- An example of what not to do is given
- Another example is given of what not to do with the funds
- March 9<sup>th</sup> is when the grants will be due
- Clarissa will score the groups that applied for the grant and will deliberate on this during the next Finance Committee meeting
- In past years, the committee would all meet to deliberate but the scoring sheet now eliminates the need to meet in person and assists to reduce the amount of time it takes
- The scoring sheet is given along with the grants that received funding last year

- Application is also included in the packet and should be reviewed
- An updated application will be given if changes need to be made
- This information will be included in the Club Monthly Update
- \$20,000 was awarded last year and recommendation is to stick to about that amount for this year
- With less students, the budget has taken a slight decrease and the more we put into the budget, the more there will be a need for additional funding.
- Next year's ASG budget is also given for review to take a look at the amounts in each account.
- If you want to add to the budget, this would be the time to address any changes.
- Clarification on DashPass and the duration of time we are contracted with them

## **2.2 Discussion: ASG Grant Application Review**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Ellie Wingo, Vice President of Inter Club Council*

**Background:** Since the time to begin accepting grant applications is quickly approaching, the committee will need to review the application and determine if any updates need to be made.

- The committee's homework is to take a look at the grant application provided with the packet

## **3. Open Forum-**

If additional funding is requested through a grant, this is open for discussion and may be larger than \$1,000.

Examples are given for those who applied for more than \$1,000 in the past

Another way to apply for a grant would be for a purpose, rather than for a club

Please make sure to review the documents and any changes should be brought to the Finance Committee

You are not required to approve the grants as there is not a 100% guarantee

If the funds do not get spent, the amount gets put back in the ASG budget account

## **4. Announcement of the Next Meeting- May 3, 2023**

## **5. Adjournment (4:39p.m.)**

**Motion:** *Erik Polanco, Officer of Marketing and Information*

**Second:** *Ellie Wingo, Vice President of Inter Club Council*

**Record of Board Vote:** .... 4-0-0