



Finance & Budget Committee

2018-2019 Meeting Minutes

Friday, November 2, 2018, 11:30AM
HUB 314: GPSS Board Table

PRESENT:

Robby Perkins-High– Treasurer; Committee Chair, Evans School
Jasmine Chan - Budget Specialist, Staff
Alex Thompson, GPSS Senator
Zhiyun Ma, GPSS Senator
Varun Kao, GPSS Senator
Rene Singleton, GPSS SAO Advisor

NOT PRESENT:

Ted Cohen, GPSS Senator
Shane Schrader, GPSS Senator
Maneesha Sivalingam, GPSS Senator

Robby Perkins-High called the Meeting to order at 11:34AM.

OVERVIEW

Robby gave each member an agenda and a package of training files, and quickly introduced that the purpose of the meeting perform a mock-presentation, as well as answer remaining questions about the policies of the Finance & Budget Committee and clarify the responsibilities of the committee.

1. Call to Order

a. Approval of Minutes

Alex motions to approve. Zhiyun seconds. Robby approves 10/26/2018 meeting minutes.

b. Approval of Agenda

Varun motions to approve. Alex seconds. Robby approves 11/2/2018 meeting agenda.

2. Introductions

No new members from last week. No introductions needed.

3. Old Business

a. Training Material Distribution and Discussion

No new members at this meeting. Robby provided a Quick Guide to F&B Funding.



Jasmine will add this to the training documents.

There are two Special Allocations Funding request presentations next week. *Jasmine* will be distributing their application packets with the Minutes on 11/2.

Zhiyun asked the funding approach in the case that an organization is hosting multiple events, does F&B need to fund subsequent events? *Robby* responded that F&B can decide to fund subsequent events at its discretion.

Varun asked what happens in the case that an RSO initially is planning only to host one large event that we fund to \$750, and then later in the year that RSO applies for another event? *Rene* noted that F&B has power to decide what to do in this case.

Alex asked if an application exceeds the maximum amount whether the request is automatically rejected. *Robby* responds that F&B can exceed the \$750 limit, and that a report to the Executive Senate Committee would be required. *Jasmine* adds that we can award less than what is requested, funding zero, partial, or full amount.

Zhiyun asked if there are different weights that must be assigned according to a rubric. *Robby* clarifies that all funding decisions are at the Committee's discretion.

- b. Questions Regarding the Committee
No questions asked.

Robby gave an overview of the Fall Quarter for the Committee:

11/9: 2 Special Allocations Funding presentations; Initial discussion of Special Projects Funding proposals

11/16: Decide Special Projects Funding allocation

11/30: 1 Special Allocations Funding presentations; Budget line adjustments

12/7: TBD

4. New Business

- a. Special Allocations Mock Presentation

Format of Presentations: Usually at most 2 presentations in one meeting, one at the start of the meeting and one at the middle of the meeting; ask questions to the presenters; debate/deliberate and air concerns now; ask for a motion of funding, ask for objections; vote!

Robby performed the mock presentation

- b. Special Projects Fund Application Process & Criteria

New budget line item for this FY: Special Projects Fund (\$10,000) for new GPSS initiatives

Robby wrote and passed a memo at Exec on 10/31 regarding the funding process for Special Projects Funds



Any member of Exec may complete the application

The application includes questions on topics such as: expected impact, one-time or recurring event, budget, funding requirement (full or partial), timeline, etc.

Applications are due at 5pm on 11/8.

Robby will send applications to Committee members as he receives them

The Committee will review applications and develop questions on 11/9 with a decision for allocation on 11/16. *Robby* is to relay questions regarding applications to the relevant members of Exec.

5. Action Items and Adjourn

Jasmine to compile information on Special Allocations funding distribution from FY18

Robby to send out RSO applicant information to Committee Members

Jasmine to add the Quick Guide to F&B Funding to training documents

Robby thanked each member again for joining the Committee and attending the meeting.

Robby moved to adjourn the meeting. The committee seconded.

The Meeting was adjourned at 12:15PM.