



## DASB FINANCE COMMITTEE MINUTES

Monday, October 22<sup>nd</sup>, 2018

3:30 pm

Student Council Chambers

**Chair:** Ian Robertsson

**Contact:** ianrobertsson@gmail.com

### Call to Order

Ian called the meeting to order at 3:44 pm.

### Roll Call

	Present	Absent	Excused	Late	Left early
Ian R	X				
Raynard D	X				
Carolyn N	X				
Salih K	X				
Alex J	X				

### Approval of Minutes

- October 15<sup>th</sup>, 2018
- **Raynard moved to approve the minutes from October 15<sup>th</sup>, 2018**
  - **Seconded by Carolyn**
    - **No objections**

### Public Announcements

*Please note: Members of the public are limited to two minutes. The Committee cannot take action or respond to items during public announcements.*

- Prospective Senator and intern applicants presented themselves

Business Items

1. INFORMATION/DISCUSSION/ACTION

Title: International Education Week Special Allocations Funding Request

*This item is to approve a funding request of \$1,000.00 for food/refreshments and printing for the International Education Week on November 13-16 from 2018-2019 Summer/Fall Special Allocations.*

Presenter: Hayley Davidson

Time: 20 minutes

- Hayley and Joseph presented, they explained the International Education Week is a national effort which is hosted around campuses in the country. This is the first time De Anza/ISP are planning to make the event as big as they are planning. Joseph and Hayley presented the agenda for the week.
  - Questions were asked. Joseph and Hayley explained this is the first time ISP are asking for funds, they will promote the event by printing posters, they will have faculty promote the event in their classes and they will use La Voz. They estimate about 50 attendants on each event.
    - The finance committee discussed to what extent they will fund the event.
- **Raynard moved to approve funding request of \$150 for Printing and \$450 for Food/Refreshments to International Education Week from Summer/Fall Special Allocations.**
  - **Seconded by Salih**
    - **No objections**

**Roll call vote to approve funding request of \$150 for Printing and \$450 for Food/Refreshments to International Education Week from Summer/Fall Special Allocations.**

	Yes	No	Abstain
Ian R	X		
Raynard D	X		
Carolyn N	X		
Salih K	X		
Alex J	X		

**Motion passed 5 Yes – 0 No**

- **Ian moved to make the International Education Week Special Allocations Funding Request an urgent item.**
  - **Seconded by Alex**
    - **No objections**

**Roll call vote to make the International Education Week Special Allocations Funding Request an urgent item.**

	Yes	No	Abstain
Ian R	X		
Raynard D	X		
Carolyn N	X		
Salih K	X		
Alex J	X		

**Motion passed 5 Yes – 0 No**

2. INFORMATION/DISCUSSION

Title: Review June 2018 Income Statements for Fund 41 and Fund 46

*This item is to review 2018 Income Statements for Fund 41 and Fund 46.*

Presenter: Lisa Kirk

Time: 30 minutes

- Lisa presented, she started with a review of Fund 46 followed by a review of Fund 41. Lisa presented the Reserve for 2019-2020 Budget Analysis.
  - Lisa and Ian explained what the “Actual Revenue under Budget” in the 2019-2020 Budget Analysis means.

3. INFORMATION

Title: Mock Interview for Budgeters

*This item is to demonstrate how an interview with budgeters should be conducted.*

Presenter: Ian Robertson, Dennis Shannakian, Raynard Darmadi

Time: 20 minutes

- Ian informed that rather than having interviews, he wanted to open up for discussion of there were any questions regarding the budgeter interviews.
  - Ian explained the committee members and interns should wait to for instructions from him before proceeding with the interviewing process.

Burning Issues

No Burning Issues

Announcements/Informational Reports

No Announcements/Informational Reports

Adjournment

Ian adjourned the meeting 5:14 pm.