

MINUTES
DASB BUDGET AND FINANCE COMMITTEE MEETING
Monday, June 6, 2005
4:00 pm
Santa Cruz Room

Call to Order

Meeting called to order at 4:07 pm by Henna Khan.

Roll Call

<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Late</u>	<u>Left Early</u>	
Stephanie Bellini		X			Excused
Nadine Foster	X				
Amine Hambaba	X				
Henna Khan	X				
Lilya Mitelman	X				
Jane Qi	X				
Kazuma Seto	X				

Guests: Paula Joseph, Zaki Lisha, Dennis Shannakian

Ex-Officio: John Cognetta, Advisor
 Lisa Kirk, Accountant

Public Comments

There were no public comments.

Consent Calendar

1. Line item transfer for account 41-56678 (Puente Project) in the amount of \$750.00 from object code 5209 (Banquet Services) to object code 4209 (Banquet Supplies) to be used for food instead of entertainment for their ceremony.
2. Line item transfer for account 41-57145 (Student Film and Video Production) in the amount of \$200.00 from object code 4060 (Printing) to object code 6420 (Capital) for Scheduling and Budgeting software packages.
3. Line item transfer for account 41-57145 (Student Film and Video Production) in the amount of \$200.00 from object code 5350 (Equipment Maintenance and Repair) to object code 6420 (Capital) for Scheduling and Budgeting software packages.
4. Line item transfer for account 41-57145 (Student Film and Video Production) in the amount of \$150.00 from object code 4010 (Supplies) to object code 6420 (Capital) for Scheduling and Budgeting software packages.
5. Line item transfer for account 41-56425 (Honors Program) in the amount of \$350.44 from object code 3200 (Benefits) to object code 1430 (Academic Salary, Non-Instructional) to cover labor costs.
6. Line item transfer for account 41-56350 (DLTP) in the amount of \$1.50 from object code 3200 (Benefits) to object code 1430 (Academic Salary, Non-Instructional) to cover labor costs.

Lilya Mitelman moved to approve the Consent Calendar.

Jan Qi seconded the motion.

Jane Qi moved to end discussion.

Lilya Mitelman seconded the motion.

Motion to end discussion passed by consensus.

Motion to approve the Consent Calendar passed by consensus.

Business

7. Additional Funding

This item is to discuss and approve \$600.00 for the De Anza Graduation (Account 41-55130-4015) to purchase bottled water for the graduates.

Presenter: Paula Joseph

Paula Joseph presented the funding request.

Discussion occurred.

Nadine Foster-Mahar moved to approve \$600.00 for the De Anza Graduation (Account 41-55130-4015) to purchase bottled water for the graduates from Account 41-52102 (Winter/Spring Special Allocations) as an Urgent Action Item.

Jane Qi seconded the motion.

Nadine Foster-Mahar moved to end discussion.

Lilya Mitelman seconded the motion.

Motion to end discussion passed by consensus.

Motion to approve additional funding passed unanimously.

Approval of Minutes

May 23, 2005

Lilya Mitelman moved to approve the minutes of May 23, 2005.

Nadine Foster-Mahar seconded the motion.

Motion to approve the minutes passed by consensus.

Burning Issues

- Henna Khan announced that she would like to take the committee out to dinner.
- Nadine Foster-Mahar stated that she is planning on taking the entire Senate to dinner after the final meeting next week
It was decided to forgo the committee dinner.
- John Cognetta stated that the Finance Code should be changed to allow for Line Item Transfers (Object Code Transfers) under \$25 to be handled automatically by the Student Accounts Office in those instances where an Object Code runs out of funds and needs augmentation from another one in an account with available funds (see Item 6).

Announcements/Informational Reports

There were no announcements.

Adjournment

Meeting adjourned.

Submitted by

Dennis Armen Shannakian
Student Activities Administrative Assistant
Approved Monday, June 13, 2005