



DASB FINANCE COMMITTEE MINUTES

Monday, February 26th, 2018

3:30 pm

Student Council Chambers

Chair: Amanda Le

Contact: nt.amandale@gmail.com

Call to Order

Amanda called the meeting to order at 3:34 pm

Roll Call

	Present	Absent	Excused	Late	Left early
Amanda L	X				
Kalani H		X			
Boris F	X				
Indu K				X(3:43)	X (4:52pm)
Ahmad A	X				
Theresa T	X				
Harris G	X				
Hayman W	X				

Approval of Minutes

- February 21st, 2018
- **Hayman moved to approve the minutes from February 21st, 2018**
 - **Seconded by Ahmad**
 - **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.

- Ahmad informed the Meet Your Candidates Day has been postponed, new date and place is to be decided.

Business Items

1. INFORMATION/DISCUSSION/ACTION

Title: Women's Softball

This item is to reimburse Women's Softball with \$315.00 for food.

Presenter: Amanda Le

Time: 15 minutes

- Amanda presented, the Women's Softball overspent their money as they combined their costs for lunch/dinner.
 - The committee discussed whether or not to reimburse Women's Softball.
 - Lisa recommended the Finance Committee to ask Women's Softball to resubmit their application form.

2. DISCUSSION/ACTION

Title: Travel Code

This item is to revise and update the Travel Code.

Presenter: Amanda Le

Time: 30 minutes

- Amanda presented and the Committee started to discuss how to set their travel guidelines.
 - They discussed how they want to prioritize when funding for travels, example Registration Fees, Public Transportation, Lodging and Meals. The suggested amount for cap is \$500 per person/total mixed for all four components.
 - Committee agreed to finish the Travel Code on next Finance Meeting.

3. DISCUSSION/ACTION

Title: Budget Request Form

This item is to revise and update the Budget Request Form.

Presenter: Amanda Le

Time: 30 minutes

- Amanda presented and the Committee started to discuss possible improvements to make in the Budget Request Forms, both for Athletics and all other. Budgeters have complained about the current Budget Request Form.
 - The Finance Committee agreed to prepare their own suggestions on what to change for next Finance Meeting. They have all been provided with the Budget Requests Forms to work in.

Burning Issues

No Burning Issues

Announcements/Informational Reports

No Announcements/Informational Reports

Adjournment

Amanda adjourned the meeting at 5:16 pm.