



## DASB FINANCE COMMITTEE MINUTES

Monday, April 23<sup>rd</sup>, 2018

3:45 pm

Student Council Chambers

**Chair:** Raynard Darmadi

**Contact:** rere.darmadi@yahoo.com

### Call to Order

Raynard called the meeting to order at 3:45 pm

### Roll Call

	Present	Late	Left early	Excused	Absent
Raynard	X				
Khaled		X (3:49)			
Krish	X				
Ian	X				
Allison	X				

### Approval of Minutes

- March 12<sup>th</sup>, 2018
- **Raynard moved to approve the minutes from March 12<sup>th</sup>, 2018**
  - **Seconded by Ian**
    - **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.*

- Krish asked Raynard to add the DASB card to next week's meeting agenda.

### Business Items

#### 1. INFORMATION/DISCUSSION/ACTION

Title: Finance Committee Training

*This item is to train the Finance Committee and give them an overview of how to read the budget spread sheets as well as the detailed DASB budget*

Presenter: Lisa Kirk

Time: 1 hour

- Lisa presented. She showed and explained Fund 41 and Fund 46, she also presented the DASB Finance Code, the Finance website and she showed the 2018-2019 funds available in the reserve fund.
  - Questions were asked and answered throughout Lisa's presentation.

## 2. INFORMATION/DISCUSSION/ACTION

Title: Finance Committee Orientation

*This item is to discuss the Finance Bylaws and Codes. Appointment of officers will also be included (example: vice chair)*

Presenter: Raynard Darmadi

Time: 30 minutes

- Raynard opened up for discussion and the committee discussed the possibility of not having any Finance meetings during summer.
- Ian informed the committee there needs to be a change in the Finance Code on page 9 as there is an error after the Finance Bylaw was updated in March regarding the amount to be used for guest speakers.
- The committee discussed regarding the positions within the committee, they discussed the possibility of adding and changing positions internally in the committee.
  - Lisa suggested the committee to review the positions available and present any changes they want to make at the next Finance meeting.
- **Raynard moved to table this agenda item to next weeks Finance meeting**
  - **Seconded by Krish**
    - **No objections**

### 3. INFORMATION/DISCUSSION/ACTION

Title: Finance Committee Short and Long Term Goals

*This item is to map out our objectives and roles in the upcoming quarters. The discussion will focus on the current spring quarter and long term goals of the Finance Committee*

Presenter: Raynard Darmadi

Time: 25 minutes

- Raynard asked the committee what they have for goals, both for this quarter and for the fiscal year
- Allison suggested conducting a statistical analysis where they for instance would do sampling on the visitors at the Flea Market to see how often they visit etc.
  - Lisa and Dennis informed they are working on a survey for the Flea Market which will be accessible on the Flea Market website. They also suggested the Finance Committee to invite Yali to explain more about the Flea Market.
- Ian suggested an increase of the DASB card fee.
  - Lisa advised the committee to wait a few more years as the card fee was raised not too many years ago. Lisa did also mention it could be a possibility for the 2018-2019 budget and she suggested the committee to do some research before making a proposal to the board of trustees.
- Allison and Krish raised an issue of programs and clubs not using their DASB funds correctly. They wanted suggestions on how to better secure and verify the DASB funds are being used correctly and to find a stricter way of reimbursing programs.

#### Burning Issues

No Burning Issues

#### Announcements/Informational Reports

No Announcements/Informational Reports

#### Adjournment

Raynard adjourned the meeting at 5:38 pm.