



Finance Committee Meeting 2

July 13 2015 – 8:00 PM

Attendance

Member	Status	Member	Status
Rachel Reding: VP Finance	✓	Esther Jeon: Secretary	✓
Maddy Santia : VP Student Life	✓	Andrew Boetto: BOD Representative	
Kyle Bimm: Director—Club Funding	✓	Rob Goldberg: BOD Representative	✓
Sourahb Das: Director—Levies	✓	x ✓	

Discussion

Item	Discussion Details	Actions/Decisions
1	Administrative Tasks A. Agenda Review; - Spark Design Club Special Projects Request - Director Budget B. General updates;	
2	Business from Previous Meeting N/A	
3	Review Levy Fund Appeals N/A	

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4	<p>Review Special Project Funding Requests</p> <p>A. Spark Design Club for Frosh Week Workshop</p> <ul style="list-style-type: none"> - They are planning to build a Harry Potter themed Time Turner for Frosh Week and have frosh help them out for some of the project - Requesting: \$1,100 - A lot of the funds will be going towards purchasing materials that are not reusable for the future - They want to purchase capsules for their LED sand that are the most expensive in the budget; will cost \$460 which is a substantial amount of the total requested amount 	<p>We will email them and ask:</p> <ul style="list-style-type: none"> - if there are ways to reduce their capsules and LED costs and if there are ways of obtaining them for cheaper price - if there are any of the other things they are requesting funding for which they can reuse from previous projects <p>- will also check with the previous VP Finance how much they allocated to them for Frosh week in the previous year</p>
5	<p>Review Conference Funding Requests</p> <p>N/A</p>	
6	<p>Review Director Budget</p> <p>Submitted By:</p> <p>A. Orientation Week</p> <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - Plans to increase commuter project and trying to make it self-sufficient; increasing the prices <p>B. Engineering Stores</p> <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - They have separate accounting system; <p>C. Suds</p> <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - Expenses justifiable - Expected to make profit 	<p>A. Orientation Week:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$3,600 <p>B. Engineering Stores:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$0 <p>C. Suds:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$0

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	<p>D. Professional Outreach</p> <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - New Club this year; has legitimate expenses <p>E. UTEK</p> <p><u>Did not approve:</u></p> <ul style="list-style-type: none"> - Committee did not approve the \$600 moving expense (hiring movers) from club's "Administration Costs" <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - planning to reaching out to more industry professionals, have more networking sessions; increase professional activities - expect more attendance at the event <p>F. Hi Skule</p> <p><u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$400 of prizes expense (UTHSDC event) - \$200 for banner expense (this should be applied through special projects funding) - \$100 website improvement (they can discuss with Skule webmaster who can do this) <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - last year they have underspent, got \$3,200 but spent \$2,100 - Issue with changing logo affecting funding approval: they have changed their logo this year which was already changed in the past year and this has resulted to extra inventory of customized club prizes that was left over from last year that was purposely ordered on surplus - If they want to apply for future funding regarding reusable banners they may need to consider selecting a design that is general enough to not be affected by their future logo changes <p>G. Skule Community Outreach</p>	<p>D. Professional Outreach:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$500 <p>E. UTEK:</p> <ul style="list-style-type: none"> - Requested = \$3,600 Approved = \$3,000 <p>F. Hi Skule:</p> <ul style="list-style-type: none"> - Requested = \$ 3,372.93 Approved = \$ 2,600 <p>G. Skule Community Outreach:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$0

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	<p>H. Handbook</p> <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - Removed \$480 App expense as they are not planning to have app. Anymore <p>I. Planner</p> <p>J. Skulebook</p> <p><u>Additional Notes:</u></p> <ul style="list-style-type: none"> - There were a lot of Skulebooks that were never picked up from previous years - Reduced the number of publishing expense by decreasing 575 to 550 books being published <p>K. Toike</p> <p><u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$125 website upgrade(they can discuss with Skule webmaster) - \$600 of the publishing expense <p>L. Cannon Newspaper</p> <p><u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$100 website upgrade (they can discuss with webmaster) - \$100 promotional projects (they need to apply to special projects funding for this) - \$1,830 (Approved 75% of Publishing expense; reduced to \$5,490) <p>M. Cannonball</p> <p>N. Gradball</p> <p><u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$175 of Buses expense (reduced it to \$1,525; they had written they were to match last year's expense) - \$25 of Photography expense 	<p>H. Handbook:</p> <ul style="list-style-type: none"> - Requested =\$13,097.93 Approved = \$ 12,620 <p>I. Planner:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$2,080 <p>J. Skulebook:</p> <ul style="list-style-type: none"> - Requested = \$ 8,030.32 Approved = \$ 7,150 <p>K. Toike:</p> <ul style="list-style-type: none"> - Requested=\$10,589.31 Approved = \$9,750 <p>L. Cannon Newspaper:</p> <ul style="list-style-type: none"> - Requested = \$7,956.41 Approved = \$5,550 <p>M. Cannonball:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$7,700 <p>N. Gradball:</p> <ul style="list-style-type: none"> - Requested = \$15,000 Approved = \$12,900

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	<p>(reduced it to \$375; they had written they were to match last year's expense)</p> <ul style="list-style-type: none"> - \$50 meals to photographers - \$200 meals to LGMBnad (already accounted for in LGMBnad's budget) - \$550 of decorations and centerpieces expense <p>O. Archivist</p> <p>P. Alumni Outreach</p> <p>Q. Cannon Guard</p> <p>R. Webmaster <u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$20 transition meeting lunch/dinner expense <p>S. LGMBnad <u>Additional Notes:</u></p> <ul style="list-style-type: none"> - Most of their expenses rounded <p>T. Chief Returning Officer (CRO) <u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$200 of candidate election expense - \$2,400 referendum election expense <p>U. Blue and Gold Committee <u>Did not approve:</u></p> <ul style="list-style-type: none"> - \$2,200 for Room Renovation and Paint Cabinet expenses ; they need to apply for special projects funding for these items 	<p>O. Archivist</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$1,640 <p>P. Alumni Outreach</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$650 <p>Q. Cannon Guard:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$4,700 <p>R. Webmaster:</p> <ul style="list-style-type: none"> - Requested = \$166.11 Approved = \$145 <p>S. LGMBnad:</p> <ul style="list-style-type: none"> - No amendments made; Approved = \$1,850 <p>T. Chief Returning Officer (CRO):</p> <ul style="list-style-type: none"> - Requested = \$3,420 Approved = \$685 <p>U. Blue and Gold Committee:</p> <ul style="list-style-type: none"> - Requested = \$12,200 Approved = \$10,150 <p>TOTAL Approved Funding : <u>\$87,270</u></p>

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7	<i>Other Business</i>	