**Committee on Budget and Finance**

**Senate of the Associated Students 85th Session Agenda for Friday, March 30th, 2018 at 1:00 p.m.**

**Joe Crowley Student Union – Presidents Conference Room**

1. **CALL MEETING TO ORDER\***

Meeting was called to order at 1:03pm in the President’s Conference Room, third floor of the Joe Crowley Student Union. Presiding secretary was Secretary Cunneen.

1. **ROLL CALL\***

Senator Bussman was present

Senator Flangas was tardy excused

Senator Kuykendall was present

Senator Mall was present

Senator Martinez was absent excused

Senator S. Smith was present

Senator Thummel was absent excused

# 3. PUBLIC COMMENT\*

 No public comment at this time

1. **MINUTES**

There are no minutes to be heard at this time.

1. **OLD BUSINESS**

There is no old business to be discussed at this time

# 6. NEW BUSINESS

## a. Financial Reviews

The Committee will conduct a financial review of the following accounts: New Student

Initiatives (1702-105-0134), Insight Magazine (1702-105-0108), Campus Escort (1702105-1006), and Judicial Council (1702-105-0133). The Committee will hear a presentation by the account managers and the will examine expenditures within each account to ensure full financial disclosure and transparency to the ASUN.

VP Atienza: printed out copies of the presentation. Any ideas for what we could do next year? Added a part for the wolf shop and give pulse to participate. 2.9 billion for Nevada’s budget. What they offer: Want to include internship opportunities. Send out applications. Go into general ASUN internships. Attending events, Biggest Little Festival, director of programming wanted us to include this more. Going to have inkblot make a one minute video to highlight BLF. Walk through the clubs and walk them through website, want them to get all the event information and how to create clubs. Civic engagement is big for give pulse, next time we will include more information of the slide. Nevada wolf shop, only student run bookstore. Might not be doing text service because there is an opt out option. Walk through all of social media as well

Bussman: are we the only student run bookstore

Sebastian: there are a few others

Kuykendall: doesn’t know if cutting the BLF video down would include all that it has to offer. Want to include more in a shorter amount of time.

Sebastian: if you feel like we should cut something we can

Kuykendall: will the intro be different

Sebastian: depends what we can fit in a shorter time frame

Kuykendall: we should pull up the video

Sebastian: any other suggestions?

Bussman: when the president talks to everyone how does that compare

Sebastian: we are trying to tell them about the civic engagement opportunities and don’t go into more depth on the video

Beattie: the parents like this video more during recruitment, but we have another video that the students like better because it highlights more fun activities

Sebastian: it would be easy to make two presentations for students and parents. Any other ideas for swag materials?

Secretary Cunneen: What about stickers for hydro flasks?

Sebastian: that’s definitely something that we have talked about

Kuykendall: what do we have most left over?

Sebastian: the water bottles go the quickest, we give left over stuff to other departments

Beattie: the reusable water bottles was to promote buying less plastic water bottles. We want something with a message to be environmentally sound.

Kuykendall: ok, thank you for your time.

Data and Technology and External Affairs

Many vans and cars, on call services change times depending on the days, they go to grocery stores. Students can ask if we can take them certain places, there is a continuous shuttle to the airport. On call vans for at night, use the budget for IPads for navigation, cellphone for dispatch, parking passes, refueling the vehicles at night, and drug testing new employees

Major expenses for maintenance and repairs, a few accidents, scheduling programs, ten IPads and a phone, data is expensive, gas, new IPad pro, transitioning into bigger IPads. Get a few more scanners for the vans to replace the old ones. We got a police scanner to know what is happening around town, earlier this year there was a shooting and we don’t want out drivers or passengers going into those areas. Making vans more accessible, continue to have the same uniforms, switched the times and times will be switched again in the summer. July 1st 2017n until last Monday, taken 27,000 passengers and the average wait time was 14 minutes. Any questions?

Bussman: pay for parking passes every semester?

Yes

Bussman: that seems like a lot

Yes, it is but it is necessary

Kuykendall: what were the time changes?

Kuykendall: a student asked what would happen during the snow? How do you let students know if rides are cancelled?

We start every night with the intention to drive, but if the conditions are too difficult we will put something on the app to warn students that we are closed

Amy: That’s why it is important for students to go on our social media so that they know if we are going to be closing early.

We try to get all the phone calls answered but it can be hard

Mall: have we received the new van yet?

Yes, it is parked behind the Joe, it is huge. It is a great addition

Kuykendall: have you looked into what types of vehicles we would be getting in the future? Like electric cars?

Amy: we talk about that every time we pick a new van, but the costs of newer model vans is too high, and then the cost of maintenance would be too much. We hope Tesla would donate. But we don’t want to spend money we don’t have.

Kuykendall: so we can wait and see if electric cars become more popular, to get a van what would the price be?

Amy: there aren’t a lot of electric vans right now, we could get Priuses, but they can’t hold the capacity of students that we want

Personally, I think Priuses could work because a lot of the time we don’t fill the vans all the way.

Judicial Council: Bruketta: we haven’t spent anything since we last talked, so it is pretty straight forward, just some copying fees.

Kuykendall: I’ m looking for the memo, but it hasn’t been saved on the box

Bussman: it is on the box

Kuykendall: it was a different file. What have you guys been doing to address the internship program

Bruketta: we didn’t receive feedback for what we wanted to do and we didn’t receive funding, we didn’t move forward with different stuff. We are reactive instead of an active branch, the programs are different. We want to teach them the major things but we are affected by other branches

Kuykendall: there was some concerns from other associates about not meeting enough

Bruketta: it states that judicial branch must meet no less than twice a year, but we are governed by other branches’ actions. But we are going to continue as we are but we are happy to take recommendations

*Flangas entered the room at 1:30 pm*

Bussman: aside from mediation program what else do you think will be included in the judicial branch.

Bruketta: we want to be more involved in your legislative process so we can see cases before and after rather than during, this could help us be more on top of things. We did a speaker series were we had different community leaders come in and talk about their roles and responsibilities. But because of other branches we haven’t moved forward with a lot of things but we are willing to work with you more.

Kuykendall: any other questions?

Bruketta: anyone that has any more questions can also email me

Kuykendall: thank you for your time. Kuykendall: busman has judicial summary, Martinez was supposed to have campus escort and I am covering insight magazine next week

Mall: I can do campus escort

Posted at the ASUN Offices in the Joe Crowley Student Union,

Frandsen

Humanities Building, the Ansari Business Building,

Mathewson

-

IGT Knowledge Center, and online at

www.nevadaasun.com.

If you would like a copy of any of the agenda items listed, please contact Senator Kuykendall at senatorkuykendall@asun.unr.edu.

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## b. Approval of Financial Review Summaries

The Committee will discuss and vote on the approval of the following financial review summaries: Wolf Pack Radio (1702-105-0117) and Clubs and Organizations (1702-1050126). If approved, the documents will be uploaded to the ASUN website for public viewership.

Kuykendall: moves to approve financial reviews

Smith: moves to approve

Kuykendall: motion carries

# 7. PUBLIC COMMENT\*

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on action items on this agenda. The Chair may impose reasonable limits on the length members of the public may speak.

# 8. ADJOURNMENT

Adjourned at 1:36 pm

**9. NOTES.**

Unless otherwise marked by an asterisk, all items are action items upon which the Senate may take action. ASUN supports providing equal access to all programs for people with disabilities. Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the Speaker of the ASUN at (775) 784-6589 in advance so that arrangements may be conveniently made.

**Committee on Budget and Finance Financial Review**

**Submitted by Senator Mall**

**Senate of the Associated Students 85th Session**

**Financial Review for March 2nd, 2018 at 1:00 p.m**

**Joe Crowley Student Union - Presidents Conference Room**

**1. Wolf Pack Radio - 1702-105-0117**

## 2. Data/Numbers

**a. Total Expenses up-to-date.**

See below. Similar to previous review besides more infrastructure purchases.

## b. Total Revenues. None

1. **Comparison to last year’s review (that occurred around the same time/month).**

i. Compared to the previous year spending is higher due purchases for department.

1. **Other.**

- Overall increase in spending because WPR is doing more compared to the previous year.

**3. Account Manager(s)**

## a. Overview

Directly from Wolf Pack Radio Memo:

About:

Wolf Pack Radio is a student-run radio station dedicated to broadening musical tastes and promoting independent and underground music that would not be heard on commercial radio.

Explain exactly how your department allocates the money within your budget, line item by line item:

|  |  |  |  |
| --- | --- | --- | --- |
| **Wolf Pack Radio**  |  | **1702-105-0117**  |  |
| Student Wages  |  | $22,094  |  |
| Fringe  |  | $332  |  |
| Host  |  | $300  |  |
| Travel  |  | $3,000  |  |
| General Operations  |  | $9,589  |  |
|  | **Total**  |  | **$35,315**  |

List of Expenses (see CAIS Sheets)

* **Student wages** (as of 2/26/18): $14,947.16
* Seven staff members: One general manager, one music director, three

program directors, one promotions & marketing director and one webmaster.

* **Fringe** (as of 2/26/18): $262.66
* **Travel**: $0.00

## • General operations: $7,236.61

* **$745.91-** New board was purchased for the studio. This will be a piece of equipment that will benefit WPR for years to come, allowing DJs to record their music and vocals in separate tracks (which allows for higher quality editing, hence higher quality shows) as well as recording live music so a musician or band can perform at WPR. [3 year protection insurance thru Amazon]
* **$990-** Yearly Radio.co subscription (service used to que/stream/broadcast Wolf Pack Radio - Website & App)
* **1,442.00-** Wolf Pack Radio quarter-zip jackets for 43 DJs and staff. A good investment to incentivize the WPR team to take pride in WPR, as well as some on-campus marketing and promotion.
* **$1,200+ (**2 years worth of royalties.) $600 per year, but last years was never paid. Did not find out until next payment cycle was due.
* + late fees
* **$250-** TASCAM 2-mic recorder/podcasting recorder + studio equipment
* **$135-** Yearly Mixcloud subscription
* **$300-** App payments to have Wolf Pack Radio smartphone app on Apple App store & Google Play. $150 per app store.

Plans for the rest of the year:

* AMPS SPRING release party (one per semester) ($100/party)
* Stickers, buttons, physical promotional material ($100)
* Online ad promotion budget- $150
* Summer Program unlikely due to budget.

## b. Questions/Discussion from Committee

- Did you have to cut any positions due to the revenue line?

No, just had to cut few staff hours and in doing so we will last till Dead Day.

-What is the plan for travel?

WPR used that to pay for revenue as we do not plan to travel.

### 4. Conclusion

Overall Wolf Pack Radio is doing more to serve the student on the campus and will have limited funds by the end of the semester. Going forward WPR will not being doing the Rocky Mountain Show in the future because Greater Nevada Field does it for free for the community. Going forward WPR would to see the revenue line lowered in the next budget. Will be trying to push to have a summer program.

**5. Supplemental Items**

## None

**Committee on Budget and Finance Financial Review**

**Submitted by Senator Martinez Senate of the Associated Students 85th Session Financial Review for March 2nd, 2018 at 1:00 p.m.**

**Joe Crowley Student Union - Presidents Conference Room**

1. **Clubs and Organizations – 1702-105-0126**

1. **Data/Numbers**

## a. Current Balance: $77,370.52

1. **Expenses:**
	1. Fall Club Fair: $2,043.32
	2. Spring Club Fair: $894.00
	3. iLead Conference: $3,292.35 iv. Sani hut: $472.96
	4. Club Support Funding: $210,392.59
	5. Department Apparel: $334.40
	6. Club Sport Insurance: $9,794.00
2. **Other.**

- Director of Clubs and Orgs saw a huge increase in the budget when he was looking through last year’s budget (around $10,000) when he had looked further into why they had this expense was in regard to sports insurance. - Not many Differences have been made.

**3. Account Manager(s)**

## a. Overview

The only difference was in regard to some line items. Director Desamero had given us his memo outlining the money allocations. We were also given a chart that explained the future expenses of the department of Clubs and Orgs. Director Desamero talked about how Spring club fair they were charged for $894 for the ballrooms but, it was well worth it because it was one of the best club fairs with record turnout. A lot of questions arose about the service year, so they allocated more money in spring.

## b. Questions/Discussion from Committee

Senator Flangas made a point that maybe they’d seen a huge increase in service funding because of the science fair. Senator Flangas that she encouraged various clubs to go get club support funding to plan projects for the fair. Chair

Kuykendall asked if we should include this within the SAS for Civic Engagement stating we would have the committee work with clubs and Organizations for the Science Fair. Kuykendall asked if Director Desamero could see the department getting behind this SAS change. Director Desamero said he likes the idea, but feels as if it would lean in more with the iLead initiative.

**4. Conclusion**

The committee did not recommend any major changes.

### 5. Supplemental Items

N/A