

Committee on Budget and Finance

Senate of the Associated Students, 86th Session

Minutes for Friday, September 7th, 2018 at 10:00 a.m.

Presidents Conference Room- 3rd Floor Joe Crowley Student Union

1. CALL MEETING TO ORDER*

Senator Grant called the meeting on Budget and Finance to order at 10:04 am on Friday, September 7th in the President's Conference Room on the Third Floor of the Joe Crowley Student Union. Presiding Secretary, Kaitie Christensen.

2. ROLL CALL

Senators Grant, Burton, Hudson, Hughes, Sewell, Wilcox, and Aziz were present
Senator Feil was tardy excused
A quorum was present.

3. PUBLIC COMMENT

There was no public comment at this time.

4. MINUTES

- a. The Committee will consider the approval of the minutes from May 3rd, 2018. The Committee will discuss the minutes of May 3rd, 2018 and may choose to amend or edit the minutes. Upon conclusion of the discussion, the Committee may choose to approve the minutes.
- b. The Committee will consider the approval of the minutes from August 31st, 2018. The Committee will discuss the minutes of August 31st, 2018 and may choose to amend or edit the minutes. Upon conclusion of the discussion, the Committee may choose to approve the minutes.

The minutes were approved.

5. OLD BUSINESS

There is no old business to be discussed at this time.

6. NEW BUSINESS

a. **Financial Reviews**

The Committee will conduct financial reviews of the following accounts: ASUN Senate (PG01395), Contingency Fund (PG03506), and Wolf Pack Radio (PG06879). The Committee will hear a presentation by the account managers and will examine expenditures within each account to ensure full financial disclosure and transparency to the ASUN.

Posted at or before 9:00am on the third business day before the meeting.
Posted at the ASUN Offices in the Joe Crowley Student Union, Frandsen Humanities Building, the Pennington Student Achievement Center, 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 Grant at senatorgrant@asun.unr.edu.



Senator Hughes read Senator Martinez’s memo into the record:

From: Anthony Martinez, Speaker of the Senate
 To: ASUN Budget and Finance Committee
 Date: 9/5/2016
 Re: Senate of the Associated Students

1. The mission of the Senate of the Associate Students is to serve a broad set of functions within the Association. However, the primary role of the Senator is that of legislator, amending and generating bills and resolutions which best reflect the needs and voices of the students during their term as Senator.

2. Chart:

ASUN SENATE (PG01395) FY19				
Student Wages:				
Speaker			\$7,000	
Senators (22)			\$62,832	
Chair Stipends (7x\$300)			\$2,100	
Legislative Clerks (2)			\$3,441	
ASUN Secretaries (6)			\$19,902.50	
Fringe			\$1,429.13	
Travel			\$5,000	
Host:				
Senate Meeting/Trainings			\$500	
Outreach			\$2,500	
Annual Veterans Breakfast			\$1,000	
Operating:				
Operating			\$5,000	
Balance Forward	\$5,000			
Total ASUN SENATE			\$110,704.63	\$105,704.63
			T. Allocated	T. Actual Dollars

3. Line by Line Breakdown:

- i. Speaker Wage (\$7,000) – Wages are set for the Speaker of the Senate in accordance to the SAS.
- ii. Senator Wages (\$62,832) – Wages are set for Senators in accordance to the SAS. Since some seats were vacant in August, some funds may have not been spent.
- iii. Chair Stipends (\$2,100) – Wages are set for Chairs in accordance to the SAS. Each chair receives an additional \$300.

- iv. Legislative Clerks (\$3,441) – Wages are set for Legislative Clerks in accordance to the SAS.
- v. ASUN Secretaries (\$19,902.50) – Wages are set for Secretaries in accordance to the SAS. Since some positions were vacant in summer, some funds may have not been spent.
- vi. Fringe Benefits (\$1,429.13) – As determined by pay.
- vii. Travel (\$5,000) – No travel has been spent yet, I have listed future cost below.
- viii. Senate Meetings/Tainigs (\$500) – No trianing has been held yet which would require usage of this budget.
- ix. Outreach (\$1,500) – No out reach has been held yet which would require usage of this budget.
- x. Annual Veterans Breakfast(\$1,000) – Funds have not been used yet, this is a future cost listed below.

List of Expenses:

Expense: Printing Services	\$14.86	We have to print out items to comply with Nevada Open Meeting Law.
Expense: Postage	\$7.24	Purchased shipping boxes and shipping labels to ship CDs to have transcribed into Senate Books.

4. Plans for further expenses for the rest of the year:

- i. Veteran’s Breakfast (\$1000)
- ii. Point of Light Event – Claudia (This will be submitted to the committee on Budget & Fincance in the next coming weeks! \$500)
- iii. Buying the Senate Books (\$300)
- iv. Civic Learning and Democratic Engmanet Confrence for 2019 (to be determiend by the 87th session)
- v. Print out copies for agendas and postings
- vi. Other costs have not yet been determined by the Senate.

If you have any questions or concerns please do not hesitate to contact me.

Thank you,

Anthony Martinez
Speaker of the Senate
Associated Students of the University of Nevada

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Senator Hughes said the senate was spending money on speakers, secretaries, legislative clerk, fringe, and training. These were wages. Anthony wanted her to press that as he adds stuff to this, he would request to come back in to open it up to questions because this was very basic about their expenses.

Dr. Rodriguez said they wouldn't wait for budget reviews from here on out because accounting would list the budgets and send them out. Reviews were for in-depth questions. This was easier to do so that they had access to the information.

Senator Burton said at item seven, it talked about travel and said no travel was spent yet. He didn't see future costs unless that was the point of light event.

Dr. Rodriguez said yes that was what it was. Let Anthony know that it will be submitted directly to senate because it was an action item from the senate account.

Senator Grant said it was the beginning of the fiscal year so accounts hadn't spent that much so far.

Senator Hughes said she didn't understand that the speaker spent \$7000 for a stipend and the senators get \$3000.

Dr. Rodriguez said it was the equivalent of six credits, so about \$2000

Senator Grant said that was why you didn't get exact amounts when you multiplied it out.

Senator Feil entered the room at 10:06 AM.

Senator Feil said she would like to take a moment to laugh at Amy's two wrong shoes

Wolf Pack Radio said she was the general manager for Wolf Pack Radio, which provides opportunities for students to get involved with broadcasting. Their budget was 30,321 dollars and that went mostly to wages. You could see how it was split up in the file. They have a director and three program directors to edit their shows. They work about 15 hours a week. The hip hop director works the most, 15 hours a week at 10\$ an hour. They have a promotions director who works 10 hours at \$9.25, a web master for five hours at the same rate, and fringe benefits. Their operating budget was \$99 for the website and server fee, the biggest chunk went to radio streaming at \$990 yearly. The Soundcloud subscription is yearly and pays royalties to artists. They Spend \$400 on studio equipment if anything breaks or needs repairs such as mics and speakers. Six hundred dollars were allocated for promotional items like stickers, but there was wiggle room so that if they need more money somewhere else they can fluctuate. For travel they have \$3000. They have a plan to visit college radio programs in the Bay Area but it was

tentative. Three hundred dollars are in host funds for events and amps, concerts or shows, and collaborations with the Sagebrush.

Senator Sewell asked why certain directors made more

Wolf Pack Radio said that that director worked last semester

Senator Sewell asked how she came up with \$400 for studio equipment and how often they buy new equipment

Wolf Pack Radio said she looked at previous budgets. They didn't need new equipment too often but they did buy a new soundboard last semester.

Senator Burton asked how many listeners they have a week

Wolf Pack Radio said it depended on the show and time of the day. Some shows get ten listeners and some shows get two. Evening shows are more popular.

Senator Burton asked if there were more opportunities to promote

Wolf Pack Radio said that people have their favorite shows but sometimes people can't tune in so they listen after. They need more awareness on campus.

President Jackson said for the contingency reserve, the statutes said the purpose was to provide flexibility in times of emergency, calculated as 2.5% of projected revenue. There was nothing released from this fund and hopefully there wouldn't be.

Senator Burton asked why they would need to take money out

President Jackson said a fiscal emergency had never happened

Dr. Rodriguez said it wouldn't happen on her watch

President Jackson said an example would be if there wasn't proper oversight from Budget and Finance

Dr. Rodriguez said if there was a drastic decrease in enrollment in the spring and there weren't enough students paying ASUN fees but they already set a budget. The president would have to request a release of those funds after the president weighed out all the possibilities. It hasn't happened before but it was put into place because ASUN used to be irresponsible. There were times when they would go through their operating and then dip into WolfShop funds, so administration said they would have to step in and draw a line between the budget of the bookstore and ASUN. This happened in the 70's. Then they came back and said just in case, it was setting aside 5% of the budget. They did so well that the budget office said they were holding onto too much cash and arrived at 2.5% instead.

b. Legislation to Approve an ASUN Capital Account Expenditure

Senator Hughes moved to favorably recommend SB 86: An Act to Approve ASUN Capital Account Expenditure.

Senator Burton seconded.

Senator Grant said President Jackson reached out to him. They need to buy two computers for staff because those that they had were old.

President Jackson said in the legislation was also a case and a computer dock to put the computer on.

Senator Burton said these computers were already approved by the university

President Jackson said the quote came from Raul who brought her all of the different computers that he had approved.

The legislation was approved.

7. PUBLIC COMMENT

There was no public comment at this time

8. ADJOURNMENT

Senator Grant adjourned the meeting at 10:25 am.

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.