

# Committee on Budget and Finance

Senate of the Associated Students, 86th Session

Agenda for Friday, October 12<sup>th</sup>, 2018 at 10:00 a.m.

Presidents Conference Room- 3<sup>rd</sup> Floor Joe Crowley Student Union

## 1. CALL MEETING TO ORDER

Senator Grant called the meeting on Budget and Finance to order at on Friday, October 12<sup>th</sup> 10:03 am in the Presidents Conference Room on the 3<sup>rd</sup> Floor of the Joe Crowley Student Union. Presiding Secretary, Morgan Zimmerman.

## 2. ROLL CALL

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

## 3. PUBLIC COMMENT

There was no public comment.

## 4. MINUTES

- a. The Committee will consider the approval of the minutes from October 5<sup>th</sup>, 2018. The Committee will discuss the minutes of October 5<sup>th</sup>, 2018 and may choose to amend or edit the minutes. Upon conclusion of the discussion, the Committee may choose to approve the minutes.

Senator Burton moved to approve the minutes from October 5<sup>th</sup> 2018 through unanimous consent. There was no dissent, the October 5<sup>th</sup> 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: Inkblot Promotions (PG03847), Diversity and Inclusion (PG12460), and Leadership Programs (PG08303). 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.

Director Amerzada of Diversity and Inclusion said the memo works in effort to uphold what us included in the SAS, working to celebrate diversity to make sure all members on campus feel included. The budget is attached, it is from the website and also attached the breakdown because there is a little but of a difference in the one on Workday. For

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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](http://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](mailto:senatorgrant@asun.unr.edu).



example, fringe says \$215.00 instead of \$210.00, in Workday that is not reflected on that budget. As far as out breakdown as to how we are going to spend the money throughout the year, lots of it is spent on Pride. \$2,100.00 on the barbeque during Welcome Week. \$500.00 allocated for tabling events in case any supplies were necessary for that. \$1,000.00 is allocated to campaigning because it is their goal to do a lot of campaigning throughout the year, whether it be for Disability Awareness Month, or Body Positivity campaigns that money is allocated to make sure all of the appropriate resources are available. Diversity Fair is an event planned for the Spring, \$2,000.00 is allocated for food for that event. A huge part of Diversity and Inclusion's job is to cosponsor other clubs and organizations that host events that align with their goals, \$5,000.00 is allocated for cosponsorships. Lastly, \$5,000.00 is allocated for potential speakers for their events, and whatever is left in the Reserves for emergency costs. That is how they plan on spending their money this year.

The last tab of the report reflects the money that has been spent thus far, which is not very much going towards food and supplies for events.

Senator Grant asked for questions, seeing none he thanked Director Amerzada and moved into the Financial Review of Inkblot Promotions.

Adrianna from Inkblot Promotions said that they are a full service marketing agency within ASUN, but they do all kinds of promotions, handbills, social media, photo, etc. All of the money goes towards student wages, travel, host, TV monitors, fringe, and advertising expenses. In addition, general operational expenses like copies from the copy center, banners, business cards, different spring events, such as Mackay Week, Family Weekend, Elections, and Spring Concert. As well as, prizes for various contests. For example, a really fun contest coming up where they have one of their designer's color on a pumpkin and hide it on campus, when students post it on their Snapchat story one will be randomly picked to win a Wolf Shop gift card. Things like that come out of the host budget. A couple other things include their mail check news letter, ink, and camera equipment. Also included is data, the number of work orders received this year are already surpassing that of the previous year, October is already on track to surpass last month as well. There is a definite increase in work, but they are equipped to handle it. Then there is different social media data, how many tweets and posts, followers, they are on track to get 10,000 followers on Instagram by the end of the year so the Swipe Up Stories feature can be utilized.

Senator Grant asked for questions.

Senator Burton asked if Inkblot marketed for only ASUN or for other clubs as well.

Inkblot Promotions said they market for ASUN and other clubs and organizations which have to have certain funding through ASUN.

Senator Feil asked how many student employees Inkblot Promotions currently has.

Inkblot Promotions said about 15, as well as a couple of current vacancies. They are still in need of a Videographer and an Account Coordinator.

Senator Grant asked for any further questions, seeing none he thanked Adrianna from Inkblot Promotions.

Senator Grant said that he wanted to touch on Leadership Programs for public record and because it is on the agenda. There will not be a review on this account because there is no longer money going towards the account, nor are there any expenditures.

Director Rodriguez said this was in order to meet the 3% budget cut.

Senator Hughes asked what Leadership Programs were in the past.

*Senator Wilcox entered the room at 10:12am*

Director Rodriguez said in the past it was for when opportunities would arise for a speaker for the President, the Executive Branch, and the Senate, or if they wanted to be a part of any sub-campaign through Diversity and Inclusion. Each year the NSHE has a Diversity Summit, so the money would come from there. This year money got allocated over to Diversity and Inclusion. She really appreciates we did the 3% cut, because it had been overinflated. Especially, in General Revenues roll over is going to hit, and she suspects there will be some additional dollars coming in. The important part is that they have already taken the inflation factor out of it. By then end of the year, she is hoping to have less roll over for the following year. That needs to stop happening, rolling over money like that is not a good thing to do. Hannah will be adding those figures up, but is gone at a Regents Meeting. Next week, or the week after she will be coming back with a budget. The other thing that needs to happen is at least \$20,000.00 to \$25,000.00 in reserves. This is something that is very concerning, typically there is less money coming in the Spring than in the Fall. They have barely hit that mark for the Fall, there is a decrease in revenues coming in the Spring. There needs to be \$20,000.00-\$25,000.00 in reserves so there will not need to be another budget cut. Not talking about the contingency fund, talking about the reserves line in the budget and finance budget. Again, it is unclear how many dollars are coming in, but currently they are in a good place.

Senator Grant asked for any further questions regarding Leadership Programs.

**7. PUBLIC COMMENT**

Director Rodriguez said she wants to inform everyone that next year she is going to encourage whomever is elected President to go in and do another 1% cut in what the expected general revenues are. She would much rather see some additional general revenue dollars come in rather than what happened this year. Just know that the way its looking this year enrollment is going to be stagnant, if not dropping a little. So, that will be a more accurate representation of the money that will be in this budget.

Senator Grant thanked Director Rodriguez and asked for further public comment.

**8. ADJOURNMENT**

Senator Grant adjourned the meeting at 10:13 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.

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Please call the Speaker of the ASUN at (775) 784-6589 in advance so that arrangements may be conveniently made.