Committee on Budget & Finance

Senate of the Associated Students, 94th Session
Agenda for Monday, November 9th, 2026, at 4:30 pm
In-Person: JCSU Room 406, located on the 4th floor of the Joe Crowley Student Union
Crowley Student Union 1664 N. Virginia Street, Reno, NV 89557
Teams link:
https://teams.microsoft.com/meet/2247651404688259?p=J2euvYZuUpEo75q6gC

1. **CALL MEETING TO ORDER**

2. **COMPLIANCE WITH NEVADA OPEN MEETING LAW**
   - **a.** Was the agenda posted three full working days by 9 am, not including the meeting date?
     i. https://nevadaasun.com/meetings/asun-committee-on-budget-finance-7/
   - **b.** Is the meeting taking place on the day of the week, month, day, year, at the time and location listed on the agenda?
   - **c.** Is the Teams link working and available to the public?

3. **LAND ACKNOWLEDGEMENT**
   "We acknowledge that the University of Nevada, Reno is situated on the traditional homelands of the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), Nuwu (Southern Paiute) peoples. These lands continue to be a gathering place for Indigenous Peoples and we recognize their deep connections to these places. We extend our appreciation for the opportunity to live and learn on their territory."

4. **ROLL CALL**
   The Secretary must list roll call.

5. **PUBLIC COMMENT (INFORMATION ONLY)**
   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 actions on this agenda. The Chair may impose reasonable limits on the length of time members of the public may speak.

6. **ADOPTION OF MINUTES (FOR POSSIBLE ACTION)**
   There are no minutes to be approved at this time.

7. **AUDIO OR MINUTES MISSING FOR PREVIOUS MEETINGS OF THIS BODY THAT DO NOT MEET 30 DAY POSTING OF NEVADA OPEN MEETING LAW (FOR POSSIBLE CORRECTIVE ACTION)**
   Minutes or audio files for previous meetings that are missing must be listed here with the date of each meeting.

8. **REPORTS (INFORMATION ONLY)**
   Members of the committee may give a report to any work relation to the committee.

9. **OLD BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION/FOR POSSIBLE CORRECTIVE ACTION)**
   There is no old business to be discussed at this time.

10. **NEW BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION)**
    a. **ASUN Financial Reviews**
       i. **Brushfire (PG02201)**
       ii. **Insight Magazine (PG07739)**
       iii. **Wolf Pack Radio (PG06879)**

11. **MISCELLANEOUS BUSINESS (FOR POSSIBLE ACTION)**
    a. **Committee Planning**

12. **PUBLIC COMMENT (INFORMATION ONLY)**
    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 actions on this agenda. The Chair may impose reasonable limits on the length of time members of the public may speak.

13. **ADJOURNMENT**

NOTES: Agenda items may be considered out of order at the discretion of the Chair. The committee may combine two or more agenda items for consideration. The Committee may remove an item from the agenda or delay discussion of an item at any time.

Standardized Financial Review Form

ASUN SENATE 94TH SESSION
The Committee on Budget and Finance

Instructions
Please email this form completed to Chair Lawson at senatorlawson@asun.unr.edu* ***three working days (Tuesday by 5:30 p.m.) prior to your account's financial review.*

Account Information

Account name: Brushfire Literature & Arts Journal

Account mission statement:

Brushfire's ultimate mission is to create a safe place for people to come share their ideas and creative works.

Account Overview

Total account allotted dollars as of most recent approved
ASUN budget: $29,775.25
$13,257.80 from wages, $331.45 from fringe, $15,996.00 from operating, $190 from hosting

Total dollars spent as of this form:

$2,645.89
$2,066.13 from wages, $51.65 from fringe, $528.11 from operating

Account Spending

Description of events/programs/services provided and their attendance or impact:

> Brushfire Literature and Arts Journal was founded in 1950 and is UNR's longest-running student publication and one of four official student media outlets. Brushfire publishes two printed journals each academic year, in the fall and spring, each featuring artwork, prose, and poetry from UNR students, Reno artists, and creatives nationwide.
>
> In addition to publishing, Brushfire hosts community events such as monthly poetry nights held at the Holland Project and Honors College Lounge on the second Tuesday of each month from 5:00 to 7:00. These events feature 20+ readers per night, including returning poets and first-time performers, demonstrating the journal's importance in fostering a creative and supportive environment on campus.
>
> Brushfire also maintains an active social media presence. Our Instagram followers increased from 1,451 to 1,511 this semester. Brushfire also is continuing to revamp its website to streamline submissions and showcase published work. Beyond its events, Brushfire provides paid positions for students—including editors, designers, and producers—allowing hands-on experience in publishing, editing, and media production.

How did this spending further your mission statement?

All spending directly supports Brushfire's mission to create a safe, inclusive, and professional space for creative expression. Wages allow students to gain industry-relevant experience in editing, visual design, writing, and media production. Operating funds primarily go toward printing the biannual Brushfire journals, ensuring wide accessibility and visibility of student art and writing. Operating funds also go into our website expansion, allowing the incorporation of an events calendar and blog to improve engagement and accessibility. Event costs for poetry nights (food and materials) encourage participation across campus and build a strong creative community. And social media engagement increases submissions and promotes student achievements to a wider audience.

Challenges encountered based on funding received:

Printing costs remain the publication's largest and most necessary expense. Because of the 14% total increase in production costs with our current vendor, Reno Print Store, we are receiving services from Publication Printers Corp. for FY26-27 to maximize page amount and quality at lower prices. Consistent funding is needed to maintain production of 1,000 copies per edition. Event hosting costs (food and materials) continue to rise slightly each semester, needing flexible budgeting. Post-COVID, conference travel funding has been folded into operations, limiting opportunities for professional development for staff.

Planning and Recommendations

Have operations been steady/achievable thus far based on the funding received?

> Yes. Operations have remained steady and on schedule. The current funding structure has successfully supported staff wages, event hosting, and printing needs. The publication's growth in submissions and readership demonstrates that current funding is being utilized efficiently.

Has there been a need for travel funding thus far?

> No. Brushfire has not used travel funds this semester. While the publication previously attended the Associated Collegiate Press Conference (ACP), travel has been postponed in favor of strengthening Brushfire's on-campus engagement. The team plans to revisit travel opportunities for future years to further staff development.

What significant expenses are anticipated in the future?

> Printing costs remain our largest expense each semester, and due to increased prices, we directed our printing to an online vendor— costing $4,186.67 for 1,000 copies (~$4.18 per unit). This has lowered production costs by 45.98%, assuming shipping and additional fees are not added. We are anticipating that this cost will rise steadily, averaging 7% per semester. Brushfire will continue poetry night hosting which includes provision of low-cost food and beverages for attendees. With the addition of our new event host, The Holland Project, larger volumes of food and beverages are anticipated as event outreach and attendance increases. Brushfire is also looking to potentially bring in outside help with workshops in upcoming years if funds allow.

Account Metrics/Data

How many students have been served by your department thus far? How many students are regularly served per year? Approximately 1,000 journals are distributed per semester, reaching nearly 10% of the UNR student body. Poetry nights draw around 25–45 attendees monthly (up to 200 attendees total per semester). Brushfire receives over 100 student contributors and 200 contributors from the Reno community and nationwide per academic year across poetry, prose, and art submissions. Brushfire is able to showcase ~50 different works from creators in our journal. The increase to 1,511 social media followers reflects consistent engagement and growth.

Number of "assets" controlled by the account if applicable or any other data metrics? (e.g. number of vehicles for Pack Rides, number of campus clubs for Clubs and Organizations, etc.): Brushfire produces two biannual printed journals (Fall and Spring editions) and digital audiobooks of the journal. Brushfire keeps an active website (unrbrushfire.org) managed by student staff and webmaster. Brushfire hosts and attends monthly poetry events and cross-campus collaborations with student organizations consistently throughout the year.

Prepared by: Cedar Tierney

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Please email this form completed to Chair Lawson at senatorlawson@asun.unr.edu* ***three working days (Tuesday by 5:30 p.m.) prior to your account's financial review.*

Account Information

Account name: Insight Magazine

Account mission statement: The University's student-run feature magazine focused on local news, reviews, features, lifestyle, opinions, and our insight on topics. Insight is written by students for students and provides a platform for student perspectives.

Account Overview

Total account allotted dollars as of most recent approved ASUN budget: 32,021.06

Total dollars spent as of this form: 8747.40

Account Spending

Description of events/programs/services provided and their attendance or impact: We provide printed student magazines twice a fiscal year to all university students and the local community across Reno, distributing them both on campus and at supporting businesses in Reno. We have tabled at Club Fair and student media events through the Reynolds School of Journalism. We receive contributions from writing volunteers, photographers, and graphic designers for each issue, in addition to our paid staff and interns. The services that we provide develop writing, photography, and interviewing skills for students along with an opportunity to work in a creative, community-based setting that showcases our campus and our greater Reno community.

How did this spending further your mission statement? Printing and publishing our magazine provide a tangible, physical medium for students to display their work and perspective. This allows students to share their skills and creative expertise that reaches a greater audience. Having these events, supplying the community with physical news, and providing UNR students with writing, editing, and equipment resources encourages more students to actively participate in their community. This spending not only supports our mission in featuring student voices but gives them the platform to develop and advance their own skills in reporting and designing.

Challenges encountered based on funding received: Due to a delay in our production process in the Spring 2026, we were not able to fully utilize the allocated budget before the end of the fiscal year, which is the reason behind unspent funds last year. Moving forward, we have shifted our scheduling and will continue to distribute two editions a year, intending to fully use our budget this year as planned.

Planning and Recommendations

Have operations been steady/achievable thus far based on the funding received? Yes

Has there been a need for travel funding thus far? No

What significant expenses are anticipated in the future? By December 2026, we are expecting to print our next edition of the Insight Magazine, printing around 550 in quantity. We will also be submitting our magazine to several competitions in this upcoming cycle, which may include application fees and/or allow for potential travel opportunities to award ceremonies in January 2027.

Account Metrics/Data

How many students have been served by your department thus far? How many students are regularly served per year? 500+ every semester, based on the number of issues we distribute and the amount of interest we receive from readers, including our volunteers, interns, and staff members that contribute to the magazine creatively.

Number of "assets" controlled by the account if applicable or any other data metrics? (e.g. number of vehicles for Pack Rides, number of campus clubs for Clubs and Organizations, etc.): 1

Prepared by: Samantha Wagner – Executive Editor

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Account Information

Account name: Wolf Pack Radio

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

Account Overview

Total account allotted dollars as of most recent approved ASUN budget: $29,592.00

Total dollars spent as of this form: $5365.0025

Account Spending

Description of events/programs/services provided and their attendance or impact: Wolf Pack Radio has resumed operations as of Fall 2026, so we have been able to host both returning and new DJs into our studios to record original shows. This semester we have 15 original shows broadcasting, each of which are recorded on a weekly or bi-weekly basis. These shows are typically hosted by one or two student DJs, though DJs are able to invite guests to host or interview.

This educational opportunity for students helps to equip them with skills that will be beneficial in any career: DJs are able to quickly problem-solve under time constraints, practice speaking on-air in a professional manner (which helps to improve their confidence as public speakers and presenters), make and stick to the commitment of coming in on a weekly/bi-weekly basis to record in addition to their classes (and jobs, for most), dedicate an hour of their time to record in addition to time spent researching and curating their sets, and more.

Wolf Pack Radio provides students a creative outlet and form of self-expression that they might not otherwise have access to while attending The University of Nevada, Reno. This space also allows DJs to make connections with others, whether that is them reaching out to local artists and arranging interviews on-air, communicating with other DJs and forming lifelong professional connections, or if its with listeners. To our student listeners, Wolf Pack Radio may provide a sense of comfort and is an easily-accessible community, especially to those that may not be able to regularly engage in extra-curricular activities on campus.

How did this spending further your mission statement? All of the spending thus far has allowed us to operate as a radio station and build community with our DJs.

Challenges encountered based on funding received: Not applicable

Planning and Recommendations

Have operations been steady/achievable thus far based on the funding received? Yes

Has there been a need for travel funding thus far? No

What significant expenses are anticipated in the future? The renewal period for the majority of Wolf Pack Radio's subscriptions that are required for operations come up during the beginning of Spring each year. The costs of these subscriptions vary slightly year-to-year, but are typically ~$2,500.00. Wolf Pack Radio is also working on a rebrand and promotional materials featuring this new brand identity will be purchased. The specific materials we will be purchasing have not yet been determined, though we will most likely be getting custom merchandise such as tee shirts, banners/posters (used during tabling), lanyards, etc.

Account Metrics/Data

How many students have been served by your department thus far? How many students are regularly served per year? 21 (and any and all listeners we receive). Regularly 20-25 students are served per year.

Number of "assets" controlled by the account if applicable or any other data metrics? (e.g. number of vehicles for Pack Rides, number of campus clubs for Clubs and Organizations, etc.): 1 Radio Station

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Prepared by: Eugene Melmani, General Manager for Wolf Pack Radio