

**ASSOCIATED STUDENTS OF
IDAHO STATE UNIVERSITY
FINANCE COMMITTEE MEETING
CLEARWATER ROOM, PSU
5:30PM
SEPTEMBER 6, 2017**

CALL TO ORDER

The meeting was called to order at 5:36pm by Finance Officer, Logan Schmidt.

ROLL CALL

ASISU Secretary, Hannah Rasmussen, took roll. All Finance Committee Members were present. **MOVE TO APPROVE THE MINUTES FROM AUGUST 30, 2017.** D'Amico/Ruiz. Unanimous. **MOTION CARRIED.** **MOVE TO APPROVE THE AGENDA.** Ruiz/Sargent. Unanimous. **MOTION CARRIED.**

CHAIR'S REPORT

ANNOUNCEMENTS & CORRESPONDENCE

OLD BUSINESS

NEW BUSINESS

1. Finance Officer Schmidt reported that Jessica Stickney asked for \$500 to fund her new club last year. She never got the full \$500 but she did receive an initial deposit of \$200 for this year. She sent an email on March 16, 2017. Discussion about what may have happened. **MOVE TO COMMITTEE FOR 15 MINUTES.** Ruiz/D'Amico Unanimous. **MOTION CARRIED.** **MOVE TO COME OUT OF COMMITTEE.** Ruiz/D'Amico Unanimous. **MOTION CARRIED.** **MOVE TO RECOGNIZE SENATOR JEWKES.** D'Amico/Ruiz Unanimous. **MOTION CARRIED.**
2. Finance Officer Schmidt suggested that there be a change in the C.E.A.S.A.R. forms so that there is a place near the bottom to stamp or sign the approval. There would also be another section whereas if the form were to be rejected, a section on the form would explain why funding could not be issued. **MOVE TO COMMITTEE FOR 10 MINUTES** D'Amico/Ruiz Unanimous. **MOTION CARRIED.** **MOVE TO COME OUT OF COMMITTEE** Jewkes/Kissoon. Unanimous. **MOTION CARRIED.** From now on, the C.E.A.S.A.R. forms will be turned in electronically to the ASISU Finance Officer's email address. Val Davids will hold a club financial training next week.

OTHER

1. Finance Officer Schmidt will set up line assignments next week. Finance Officer Schmidt asked how Finance Committee members communicated with their line item assignments last year. Finance Committee members should check in periodically with their assigned line item to see how they're doing, if their equipment is functioning well, if they have any financial trouble. Ideally, it would be best to meet them in person. At a later date, the line items will present about their departments. Finance Officer Schmidt asked how often senators communicate with their committees. Finance Officer recommends Finance Committee members contact their line items once a month; excluding the first and last month of the semester. Finance Officer Schmidt will send out a Google doc with line item assignments. Senators will be assigned one line item each.

ADJOURNMENT

MOVE TO ADJOURN. Ruiz/Kissoon Unanimous. **MOTION CARRIED.** ASISU Secretary, Hannah Rasmussen, took roll. All Finance Committee Members were present. Meeting adjourned at 6:04pm.