



**Executive Committee Minutes 15-04**  
 November 4, 2015 at 10:30 am – 11:30 am  
 USU 3700

ASI Executive Committee 2015-2016

Tiffany Boyd  
 President & CEO

Bianca Garcia  
 Executive Vice President

Jamaela Johnson  
 VP of Student & University Affairs

Advisors  
 Rodger D'Andreas  
 Executive Director

Deb Fritsvold  
 Manager of Operations

Ashley Fennell  
 Government Affairs Coordinator

| ITEM              | SUBJECT  | PRESENTER  |
|-------------------|--|--|
| 01                | <b>Call to Order</b><br>The meeting was called to order at 10:33am.  | Tiffany Boyd<br>ASI President  |
| 02                | <b>Roll Call</b><br>Present: Tiffany Boyd, Bianca Garcia, Jamaela Johnson, Rodger D'Andreas, Deb Fritsvold, Ashley Fennell.  | Tiffany Boyd<br>ASI President  |
| 03                | <b>Recognition of Guests</b><br>No guests were present.  | Tiffany Boyd<br>ASI President  |
| 04<br>Action      | <b>Approval of Agenda</b><br>Strike original Action items 07, 08, and 10. These minutes reflect the new Item #s as per the approval of the agenda with amended changes. Change new Item 07 from Action to Discussion item.<br>Motion to approve with amended changes – Bianca<br>2 <sup>nd</sup> – Jamaela<br>Motion carries.  | Tiffany Boyd<br>ASI President  |
| 05<br>Action      | <b>Approval of Minutes</b><br>Motion to approve – Jamaela<br>2 <sup>nd</sup> – Bianca<br>Motion carries.   | Tiffany Boyd<br>ASI President  |
| 06<br>Information | <b>Open Forum</b><br>No guests were present for open forum.  | Tiffany Boyd<br>ASI President  |
| 07<br>Discussion  | <b>Code 105 Duties of the Chair</b><br>Make changes to VI. Duties A & D and Title<br>Fiscal Impact: Yes<br>Discussed the addition of duties to the Chair position to incorporate Chief of Staff responsibilities, which will result in a title change to Chair & Chief of Staff. This item will be taken as an Action item to Internal Operations on November 6, 2015 for approval and recommendation to the Board of Directors.   | Tiffany Boyd<br>ASI President  |
| 08<br>Action      | <b>ASI Corporate Reserves</b><br>Evaluate the state of the ASI Corporate Reserves and reallocate funding if necessary.<br>Fiscal Impact: None.<br>Annually, the Executive Director reports the state of the ASI Corporate Reserves to the Executive Committee. The reserve balance as of the end of fiscal year 2014/15 is \$631,587.<br>Reviewed ASI Corporate Reserves Policy and fiscal year-end balances in each of the three categories of Reserves. All Reserves are considered fully funded.<br>Motion to make no changes to Reserve balances at this time – Bianca<br>2 <sup>nd</sup> – Jamaela<br>Motion carries. | Deb Fritsvold<br>Manager of Operations<br><br>Rodger D'Andreas<br>Executive Director |

|                                  |   |  |
|----------------------------------|---|--|
| <p>09<br/><b>Action</b></p>      | <p><b>Computer Warranties</b><br/>         21 computers are going off of the four-year warranty this spring; look at transferring funds from Reserves<br/>         Fiscal Impact: \$31,400<br/>         Deb reviewed IITS recommendations that computers be replaced every four years for security purposes and compliance with best business practices from IITS. Considered three options: (1) wait to replace current computers when they break; (2) replace current computers through the CSUSM refresh program; or (3) replace current computers through Reserve funding. The second option would result in additional expenses to the annual ASI operating budget. The Executive Committee requested that action on this agenda item be tabled, and that Nick Duarte from IITS be invited to the next Executive Committee meeting.<br/>         Motion to table action on this agenda item – Bianca 2<sup>nd</sup> – Jamaela<br/>         Motion carries.</p> | <p>Deb Fritsvold<br/>         Manager of<br/>         Operations</p> |
| <p>10<br/><b>Information</b></p> | <p><b>Reports</b><br/>         No reports at this time.</p>   | <p>Tiffany Boyd<br/>         ASI President</p>                       |
| <p>11<br/><b>Information</b></p> | <p><b>Announcements</b><br/>         ASI Town Hall is tomorrow during University Hour.</p>  | <p>Tiffany Boyd<br/>         ASI President</p>                       |
| <p>12<br/><b>Action</b></p>      | <p><b>Adjournment</b><br/>         The meeting was adjourned at the will of the Chair at 11:25am.</p>   | <p>Tiffany Boyd<br/>         ASI President</p>                       |

I, Bianca Garcia, Executive Vice President, hereby certify that the above Minutes were approved by the Executive Committee of Associated Students, Inc., at a meeting held on December 4, 2015.



Executive Vice President

1/20/16  
 Date