



MINUTES FOR 8/26/21

FINANCE COMMITTEE MEETING

CHAFFEY COLLEGE STUDENT GOVERNMENT (CCSG)

CALL TO ORDER

MEETING DATE, TIME & LOCATION: Thursday, August 26, 2021 at 11:06am online via Zoom.

This meeting was presided over by Director of Finance, Elizabeth Hernandez with Senator, Nguyen as secretary.

ATTENDEES

MEMBERS IN ATTENDANCE:

Chair - Director of Finance: Sandra Slattery

CCSG President/Student Trustee: Rousselle Douge

Senator: Michael Diaz

Senator: Hong Nguyen

Senator: Cesar Velasco

Program Assistant: Julia Penigar

Faculty Advisor: Charles Williams

MEMBERS ABSENT:

Director of Activities: Christine Cabrera

APPROVAL OF PREVIOUS MINUTES

None, this was the committee's first meeting.

APPROVAL OF AGENDA

A motion to approve the agenda for the 8/26/2021 meeting was made by Senator Nguyen.

PUBLIC COMMENTS

No public comments.

GUEST SPEAKER(S)

No guests.

EXECUTIVE REPORTS

No reports.

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. **Review Finance Committee Bylaw** – The Dean of Student Affairs reviewed and discussed the Finance Committee Bylaws.
- b. **Review Funding Requests vs. Bill Process** – The Dean of Student Affairs reviewed and discussed the funding request process and the bill proposal process.
- c. **Discuss Possible Regular Meeting Day/Time** – The committee discussed possible meeting days and times for the Fall 2021 semester.

INTRODUCTION OF BILLS

- a. **\$68,508.00** – Open a blanket purchase order (BPO) for CCSG Program Assistant salary for 2021-22.
- b. **\$10,000.00** – Open a purchase order (PO) with Chaffey College Business Services for services rendered to CCSG for 2021-22.
- c. **\$10,000.00** – Open a BPO with 4imprint to purchase CCSG swag.
- d. **\$2,000.00** – Open a PO with Chaffey College Lithography services rendered to CCSG for 2021-22.
- e. **\$1,200.00** – Open a BPO with Engrave 'N Embroider Things to purchase plaques and awards for CCSG for 2021-22.
- f. **\$600.00** – Purchase custom made frames at Michael's for the 2020-21 & 2021-22 CCSG President/Student Trustees.

ANNOUNCEMENTS

The next Finance Committee meeting will be on Thursday, Sep. 9, 2021 at 1:00pm.

ADJOURNMENT

A motion that the meeting be adjourned was made by [name], and this was agreed upon at 12:05pm.