



# AS Finance Council

April 28, 2020 4:00 p.m. Teams Online Meeting

**Members: Present:** Nate Jo, Chair (AS Business Director), Nicole Ballard (Student Senator), Lani Defiesta (AS President), Corey Griffis (student at-large), Keenan Kaemingk (Activities Rep), Christina Ngo (Resources Rep), Selome Zerai (VP for Activities) **Absent:** Adah Barenburg (AS Student Senate Pro Tempore), Rachel Walsh (Central Services Rep),

**Advisors:** Leti Romo, Assistant Director for Representation & Governance; Raquel Vigil, Business Manager

**Secretary:** Cindy Monger, Dean of Students Unit Fiscal Specialist

**Guests:** Alicia Prokppenko, AS Club Business Director

## MOTIONS

**FC-20-S-07** Approval of the minutes of April 3, 2020. *Passed*

*Nate Jo, chair, called the meeting to order at 4:03 p.m.*

### I. Call to Order

### II. Approval of the Minutes

*MOTION FC-20-S-07 by Zerai*

Approval of the minutes of April 3, 2020.

Second: Kaemingk Vote: 5 - 0 - 0 Action: Passed

### III. Revisions to the Agenda

*Lani Defiesta joined the meeting*

### VI. Information Items

#### A. FY21 Budget Discussion

Jo said thanks to the awesome and collaborative work of the Budget Authorities the total request for the AS Budget has been reduced to \$3,169,738. This was significant reduction from the original request. The deficit went from \$111,000 to \$14,992. This is great news. Jo added in columns for artificial reductions for less 5% and 10% in enrollment to allow for an idea of what it might look like. The other thing to pay attention to is at 5% enrollment there would be a \$172,000 deficit or at 10% a \$330,000 deficit. This is assuming normal revenue and expenses as requested in the budget. Jo said that honestly this gives the AS a lot of flexibility. Last year the AS passed a budget in deficit of \$53,000. In training the Council spoke about deficit budgeting. The reason for doing this is that they know they are allocating funding for expenditures that may not occur. For instance, in the VU Admin budget there may be some salary dollars that may not be used for a while due to the hiring freeze. They could be comfortable having up to a \$50,000 deficit in the budget.

Now that the deficit is less, one of the options would be to reduce the summer ask of students by \$35,000. Budget Authorities have decided to cancel their decision packages, moving it to the next budget cycle, or continue forward with the request as a grant. They could look specifically at things like the Womxn's Identity Resource Center position as a decision package. They also could do a hybrid of these options.

Jo went through each individual budget to talk about the changes that happened. Summaries of the budgets are available in the document and therefore will not be recorded in the minutes. Vigil was surprised at the level of support for student employment in the AS Outback. [This was moved into a separate budget, from the admin budget, this year.] All areas in the budget highlighted in blue are a reduction from the original request.

The first broad area is Activities: a grouping of programs that provide students with extracurricular activities, entertainment, and engagement. Club Activities Admin lowered their wage needs. Environmental & Sustainability Programs looks like a large reduction, but this is partially because they have moved the Outback positions into a separate budget. They have also reduced summer hours in this area. KUGS Admin reduced their budget by reducing hours or not hiring summer employees, this resulted in a reduction of 5.8%. The Outdoor Center reduced their summer hours to accommodate for a late open. Magnuson is requesting a carry-forward of all of the remaining funds in the AS Grant, the decision package will be considered in the next budget process. Vigil said that this operating budget proposal was submitted before the Governor loosened restrictions on outdoor activities. Jo said that as they move forward with a budget that is for a future they can't predict right now; it is good to keep in mind the budget is a management tool. The budget provides the spending guidelines for the organization. However, when there are circumstances such as this, there is room for flexibility. If the OC was able to be fully operational and there was demand and student need for that, there could be a conversation with the Fund Financial Manager, or a onetime grant could be requested if needed. Vigil would advocate that there be a paragraph such as: Any requests resulting from the Governor relaxing the Stay at Home orders that would result in direct service provision for students, would have an allowance for that.

AS Productions have reduced significantly by deciding not to hire a position for the year due to the current budget struggles. The last meeting they had before Covid-19 changes, Hayden had shown the changes in the AS Pop Music to be events that are more accessible and free to students. Summer Concerts are possibly being moved to virtual concerts this year.

The next section is Centralized Services which supports all of the operations of the AS programs. There reductions in wages by AS Review, Personnel Office, and Website Backend developers. The VU budget pays primarily for the salaries of the professional staff. AS Employee Development Fund was removed and will be proposed as part of the AS Reserves distribution.

The Representation & Governance Area includes civic engagement and representation through the AS Executive Board. Jo said that the Student Senate is currently grant funded and that grant will end next fiscal year. The Office of Civic Engagement had some decreases in summer budgets. Jo went through each area and discussed what the different budgets were used for and asked for questions from the Council. The Legal Information Center will be moving to the AS Office of Civic Engagement, the new name for the Representation & Engagement Programs Office. There were more reductions in summer wages in these areas.

A new section called AS Subsidies includes two areas that we subsidize but don't run the programs: Western Leadership Advantage and the Child Development Center.

Jo said that they will have a final discussion and vote on Thursday. Jo would like some input on the Summer Fee, and the deficit level. Romo said that Hayden reduced a lot and was wondering if it was possible for him to add some back in as he was over ambitious. Jo asked about how people felt about the \$50,000 over budget. Ballard asked how this would impact the reserve balance. Jo said that this assumes they will receive revenue that they received last year. This budget is based on the guidelines of the S & A Fee committee, if they got this much revenue it would be safe to run a \$50,000 deficit. Vigil said that they will be using some reserves to get through Fiscal Year 20. Vigil said that they proposed the amount that was the

right sized amount for this time. At this point they haven't looked at the Reserves yet for supplementing FY'21. If there is a reduction of 5-10% then they may need to take money from AS Reserves or pivot to make reductions throughout the year. Romo said that they may not be able to count on salary savings because some may be used in a restructure of the organization. The committee will meet again in two days. [Note: the meeting was postponed due to lack of quorum to May 4<sup>th</sup>.]

## **VII. Other Business**

## **VIII. Adjourn**

*The Meeting was adjourned at 4:45 p.m.*