



# AS Finance Council

March 30, 2022 11:30 a.m. Teams Online

**Members: Present:** Noemi Bueno, Chair (AS Business Director), Glory Busic, Vice Chair (AS President), Chelsea Joefield (Resources Rep- ESC), Naira Gonzales Aranda (ASVP for Diversity), River Johnson (Student Senate Representative), Ted Topper (delegate for AS Student Senate President) *late:* Ben Crandall (Activities Rep) **Absent:** Silvia Leija (Resources Rep- SAIRC), Kaylan Rocamora (Central Services Rep)

**Advisor:** Raquel Vigil, Assistant Director for Business Services and Planning

**Secretary:** Samantha Hughes, Viking Union Organization Business Services Program Support, Cindy Monger, Assistant Director Business and Planning

**Guests:** Casey Hayden, Assistant Director for Student Activities; Susanna Schronen, VU Fiscal Tech

## MOTIONS

**FC-22-S-1** Approve the minutes of March 9, 2022. **Passed**

**Noemi Bueno, chair, called the meeting to order at 11:36 a.m.**

### I. Call to Order

### II. Approval of the Minutes

*Crandall joined the meeting at 11:39am*

*MOTION FC-22-S-1 by Busic*

*Approve the minutes of March 9, 2022.*

*Second: Joefield Vote: 6-0-0 Action: Passed*

**III. Revisions to the Agenda-** Under info item B, the order of the budgets being presented was changed to have FXEVS first, FXECA second, and FXXERT third.

### IV. Public Forum

**V. Black Student Demand Updates-** Busic shared that the construction is finished in the temporary Black Student Coalition space.

### VI. Action Items

### VII. Information Items

Casey Hayden, Assistant Director for Student Activities and Budget Authority for these areas, introduced himself.

#### A. AS Productions

1. FXXASP, AS Productions Admin: The Productions Assistant hours were reduced from 10 hours per week to 8 hours per week to be more in line with the actuals. There were small increases to the budget due to wage increases, as well as bringing back the Assistant Director for Logistics and Volunteer position. In the past, they have gone without this position or the Director position due to reductions during the COVID-19 pandemic. This was a one-time reduction and is now being added back in.

2. FXXAMP, Marketing and Promotions: No major changes from last year. This budget has at times been funded by revenue from the poster sale that happens during Welcome Week in the VU gallery, and this budget is able to allocate money to other budgets because of that funding. Vigil asked where the revenue from the poster sale is being reflected. The poster sale revenue is reflected in the Admin budget, and it is in the amount of \$11,000. Vigil asked how it is being reflected across the budgets. Hayden said it is only showing up in FXXASP budget currently, and historically it has been on FXXASP and FXXAMP.
3. FXXART, ASP Gallery: This budget is seeing a slight decrease. Bueno asked why the actuals for E172 (Copy Services) were almost double what was originally allocated. Hayden said it was due to the end of the year catalog, which is a newer approach and consists of having a printed catalog and documents for every exhibition. Hayden hopes that we won't spend quite as much every year on the catalog, but it may be difficult to do without the budget being in the \$2000 range. Monger asked "Since the poster sale is held in the gallery, is this a place where additional revenue above predicted could be used to enhance the printed version?". Hayden said the poster sale happens in the gallery, but it is not really a gallery program. In terms of applying the revenue in a place where it is needed, that could be a good use of it.
4. FXXAVL, Volunteer Program: No changes in this budget since last year. This budget has not always been used, and when it has been used it is not always fully utilized. If needed, this budget could roll into the AS Productions Admin budget.
5. FXXFLM, ASP Films: This budget has always been well utilized and uses all of its funds. This budget funds events such as the Fall & Spring Outdoor Films. The only decrease to this budget is \$10. Bueno asked about the increase in the speaker performance expense. This increase is due to more usage of the Epic Events and Performance company's services during the COVID-19 pandemic, as well as increasing prices.
6. FXXLAT, Late Night Program: Hayden is requesting the merging of this budget with FXXSPE, so this budget has been zeroed out. Vigil recommended that before the Finance Council makes an approval on this budget, to ensure that the \$10,000 is accounted for as a revenue stream and note where it's applied across the board.
7. FXXLWN, ASP Lawnstock: There aren't any changes to this budget, aside from the fact that this year they anticipate using the full amount allocated. On average, about \$19,000-20,000 goes into this event, and they will often see if other areas of AS productions have leftover funds to contribute to the extra costs of this event. Busic asked why it is its own separate budget instead of being part of the larger events budget. Hayden said this was a decision by a previous finance council or budget committee wanting to have a better sense of the costs of this large event, as well as to provide better tracking for ASP. They felt it was better to know how much is available for Lawnstock from the get-go, rather than having to wait to know what is available.
8. FXXMAM, ASP Underground Coffee: This budget is a carry-forward, and has had a hard time staying within its allocation due to rising costs. Their current budget is the bare-bone amount to continue to operate the programming. Hayden hopes that the

requested budget will not need to be reduced, since they often have to request additional funds.

9. FXXPOP, ASP Popular Music: After a delay due to the Covid-19 pandemic, ASP is finally doing the program model that was proposed a few years ago, which consists of one festival style event per quarter. In the past, they would do 6-8 concerts and charge money to attend, but those events decreased in popularity over time. Nowadays, they are serving a wider, more diverse demographic of students. Bueno asked if the decrease in the budget in previous years to now was in connection to Lawnstock. Hayden confirmed this was the case.
10. FXXSPE, ASP Special Events: This budget has been seen as the main one for the Special Events Coordinator to use, and late night was an addendum budget that had one or two late night events tied to it. This budget fluctuates a lot because of the nature of special events programming, being that the events that are held each year changes. This year, they are hoping to hold a roller-skating event.
11. FXXSMR, Summer Concert Series:

#### B. Enviro & Sustainability Programs

This budget was not previously under Hayden's responsibilities, but this past spring and summer there was a Viking Union staff restructuring with the goal of putting more responsibilities under Greg McBride. He was formerly the advisor for the Enviro & Sustainability Programs budgets, but that responsibility is now moved over to Hayden. This year, Hayden worked with the ESP Director, the Sustainability Engagement Institute (formerly known as the Office of Sustainability), and the VP for Sustainability to re-envision the budget. They wanted to take time to review the question of what is ESP, what does it need, and what does the Director position need to be.

12. FXXEVS, Envi & Sustainability Admin: The Sustainability Engagement Institute is growing and doing impactful work on campus. The AS isn't trying to duplicate or compete with what they're doing, but there are core functions we know the AS does well. One of those is connecting with the environmental clubs, so they wanted to ensure that the Environmental Justice Program Coordinator is funded. This position will do quarterly check-ins with the environmental clubs to increase networking and collaboration. The Earth Day / Earth Week celebration will also see increases as they are planning to do a bigger celebration this year. They are doing something similar to info fair where they will have a Coordinator position (Earth Week Event Coordinator) dedicated to this event. The ESP Director and the Environmental Center Coordinator positions were removed and restructured. Because of all of these changes, this budget saw a large decrease.

*Topper left the meeting at 12:28pm.*

*Joefield stepped away from the meeting at 12:28pm.*

Busic commented that after looking at the AS budget as a whole, when she saw the allocation for Earth Day she was confused and could not recall Western doing an event for Earth Day in the past, but she started during the pandemic. She is glad that there is an event happening this year, and believes it is a good use of AS funds.

FXXECA, Environmental Center: They are currently restarting some of this programming. This year, the budget will see a reduction. This is the budget assigned to the Environmental Justice Coordinator, and it is intended to be flexible. It will be used for things such as bringing in panelists and speakers.

13. FXXERT, Earth Day: This budget has changed very little from last year, aside from a decrease of \$20. This year, they are planning to spend around \$10,000 for Earth Week, and they will be getting supplemental funding from the Large Event Reserve.

## **VIII. Other Business**

## **IX. Adjourn**

***The Meeting was adjourned at 12:40 p.m.***