

CONTROLLER'S OFFICE MINUTES



Associated Students

02/21/20, 9:00 am

AS Main Office

CALL TO ORDER at 9:00 am by Shelby Myrman

A. MEETING BUSINESS

A-1. Roll Call (Pre-entered Names)

Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)	Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)
Shelby Myrman	Present	Emily Lou	Excused
James Wakabayashi	Present	Irene Chen	Excused
Rachel Kohansammad	Excused	Tomislav Medan	Present
Anya Yang	Excused	Sarah Khoumsi	Excused
Sam Sheridan	Excused	Mikaela Soqui	Excused
Christina Song	Excused	Michelle Vazquez	Excused

B. DISCUSSION ITEMS

B-1. AS Ticket Office Team Update

- Missing iClicker funds go into university account (taken from student's BARC account)
 - How can we ensure missing iClicker funds go to ticket office in the future?
 - Plan to keep better track of missing iClickers and request funds at end of year/quarter
- Ticket office wants funds to purchase additional iClickers
 - How long do iClickers last/is it worth it to purchase more?
 - Last close to 4 years
 - Discuss upping rental prices from \$5 to \$9 to ensure repayment after 6 quarters
- **Financial action item:** Phil wants to use \$3000 from missing iClicker funds and an additional \$2000 to fund 100 new iClickers for iClicker rental program
 - **MOTION/SECOND:** *Shelby/James*

- ***Motion language:*** Motion to approve use of \$3000 from the missing iClicker funds and \$2000 from the ticket office funds for iClicker rental program
- ***Action:*** Motion passes
- **Financial action item:** ticket office needs t-shirts for new employees
 - ***MOTION/SECOND:*** Shelby/James
 - ***Motion language:*** Motion to approve the use of \$1100 for new AS Ticket Office uniforms and approve that they fit within AS's sustainability markers
 - ***Action:*** Motion passes

B-2. Sustainable Technology Repair Initiative Update

- Discussed how we can help them become an AS entity in order to get on the ballot for 2021
- Discussed mistake we made with their funding and how we can remedy this

ADJOURNMENT

MOTION/SECOND: Shelby Myrman/James Wakabayashi

Consent

9:50 am