



Associated Students  
-of the-  
University of Washington

## Finance & Budget Committee

Monday, October 17th | Husky Union Building Room 303 | 1:00 PM

### ***Minutes***

Call to Order at 1:16 pm

#### Roll Call

**Mitchell Klein** [he/him] – Committee Chair; ASUW Finance & Budget Director

**Lillian Williamson** [she/her] – President’s Proxy; ASUW Vice President

**Shaheer Abbasi** [he/him] – ASUW Personnel Director

**Kisa Batool** [she/her] – ASUW Director of Programming

VACANT- ASUW Student Senate Liaison

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**Hugh Gramelspacher** [he/him] – At-Large Student Member (tardy, excused)

**Brandon Iseri** [he/him] – At-Large Student Member

**Greta Jarecki** [she/her] – At-Large Student Member

**Sania Megchiani** [she/her] – At-Large Student Member

**Rene Singleton** [she/her] – SAO Representative [non-voting]

**Ella Chuang** [she/they] – ASUW Operations Coordinator [non-voting]

Recognized Guests: *None*

#### Approval of Agenda

**Kisa** moves to approve the agenda.

**Shaheer** seconds.

*No objections. No abstentions. Agenda is approved.*

### **PUBLIC FORUM**

*None.*

### **CONSENT AGENDA**

*None.*

**Mitchell motions** to postpone New Business items until Discussion Items.

**Shaheer** seconds.

*No objections. No abstentions. Motion carries.*

### **OLD BUSINESS**

*None.*

### **DISCUSSION ITEMS**

#### *Committee Orientation and Trainings*

#### Introductions:

**Mitchell asks** for the committee to introduce themselves using their names, pronouns, year, why they are a member of this committee, their favorite ASUW event, and favorite food item at a nearby restaurant.

**The committee** introduces themselves.

*Hugh Gramelspacher arrives (excused).*

ASUW Structure and Committee Guidelines:

**Mitchell shares** a folder with the committee and asks them to pull up the Parliamentary Procedures file. The committee has a little trouble with accessing the folder.

**Ella makes a point of personal privilege** and asks if they can eat the Sun Chips brought to the meeting.

**Mitchell** encourages everyone to grab food. Ella distributes chips and granola bars to the committee members.

**Mitchell** continues to troubleshoot the folder sharing.

**Greta asks** how the paid employees got their positions.

**Shaheer explains** the hiring process and shares that the Personnel Coordinator position is accepting applications.

**Rene explains** the elections process and an overview of the Board of Directors and their job duties. Rene encourages the volunteers to run for office.

**Lillian explains** her journey in ASUW and reassures the volunteers they have time to get involved.

**Ella** reassures that there are plenty of hired positions and mentions Mitchell was the Operations Coordinator last year (her position now).

**Greta asks** how many hours the paid employees work per week.

**Shaheer says** it varies based on position.

**Mitchell** is unable to share the folder with the committee, so Ella just projects the documents on the screen. The committee begins examining the ASUW organizational chart.

**Mitchell explains** the overview of the ASUW's organization and structure, from the different entities and where the F&B Committee falls in the structure.

*Ella projects the Parliamentary Procedures document.*

**Mitchell explains** the committee uses Sturgis parliamentary procedure. He acknowledges there are similarities between Student Senate, Panhellenic, or other campus groups in using these parliamentary rules. He continues to walk through the

basic parliamentary procedures including basic motions and seconds. He then provides examples of different motions and informally quizzes the committee members.

#### ASUW Budget Outline and Financial Policies:

**Mitchell** moves on to explain the Final Budget and he shows where to find the Final Budget on the ASUW Records page. He uses Arts & Entertainment as a sample budget.

**Rene** expands on what Arts & Entertainment does as an entity for clarification.

**Mitchell** reads from the Financial Policy and reviews the committee's purpose and procedures.

**Rene explains** that the chances of ASUW being audited (as mentioned in the Financial Policy) are low and not to worry much about it since the practice has mostly been discontinued during the pandemic.

**Mitchell** mentions the different ASUW policies, including the Personnel, Volunteer, and Communications policies. He then describes the process for Finance Bills that pass through the Board of Directors.

#### Special Appropriations Training:

*Ella projects the Special Appropriations Guidelines on the screen.*

**Mitchell explains** what the Special Appropriations Fund is, and that the committee will have to approve the Special Appropriations Guidelines this meeting. He mentions the Office of Inclusive Design's fund and that the committee will likely do some work with that in the near future. Mitchell explains the process for RSOs applying for the Special Appropriations Fund and then proceeds to go into detail about each point on the guidelines.

**Rene emphasizes** that the committee cannot discriminate against student groups even if their event might seem "controversial" or misaligned with the committee's own personal values. She gives an example using political views as a point of contention.

**Mitchell reiterates** that the role of the committee is to act on behalf of the students and to keep that in mind while evaluating Special Appropriations requests.

**Greta asks** if the ASUW logo would be put on promotional materials for events considered "controversial."

**Mitchell** clarifies that anything over \$100 has to have the ASUW logo.

**Greta asks** about how students would voice their concerns if they noticed the ASUW logo on promotional materials for events that they don't think student money should be going towards.

**Mitchell** says that they could go through the F&B Committee or through the Board of Directors because they are elected to serve students and look at student concerns. Rene mentions Student Senate as another option. Mitchell explains there are a lot of avenues for students to take to voice their concerns.

**Rene** says these are rare cases as most students support and enjoy the events that ASUW sponsors.

**Mitchell** continues explaining the priority list for considering Special Appropriations requests. He also mentions the Wells Fargo Fund has expired and that RSOs will likely seek more ASUW funds because of this.

**Mitchell** continues explaining some more procedures RSOs must follow when applying as well as the distribution of funds across the three academic quarters. He also notes that a new policy is having F&B Committee members attend the events funded to see the money at work.

**Mitchell calls** for a motion.

**Shaheer moves to approve** the 2022-2023 Special Appropriations Guidelines.

**Kisa seconds.**

*No objections. No abstentions. Motion carries and the 2022-2023 Special Appropriations Guidelines have been approved.*

***Mitchell motions to table the Resolution Establishing a Regular Meeting Schedule until the next meeting.***

***Shaheer seconds.***

*No objections. No abstentions. Motion carries.*

*Budgetary & Funding Updates*

*None.*

*Announcements*

*None.*

**REPORT**

*None.*

**ADJOURNMENT**

**Kisa motions** to adjourn.

**Shaheer seconds.**

*No objections. No abstentions. Meeting is adjourned at 2:59PM.*