

**MINUTES
DASB BUDGET AND FINANCE COMMITTEE MEETING
Monday, May 23, 2005
4:00 pm
Santa Cruz Room**

Call to Order

Stephanie Bellini called the meeting to order at 4:07 pm.

Roll Call

<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Late</u>	<u>Left Early</u>
Stephanie Bellini	X			
Nadine Foster	X			
Amine Hambaba	X		X	
Henna Khan		X		
Lilya Mitelman	X		X 4:10 pm	
Jane Qi	X		X 4:14 pm	
Kazuma Seto	X			

Excused

Guests: Sanjeet Heyer, Jan Rindfleisch, Kulwant Singh
 Ex-Officio: John Cognitiona, Advisor
 Lisa Kirk, Accountant

Approval of Minutes

May 16, 2005

Nadine Foster moved to approve the minutes of May 16, 2005.

Jane Qi seconded the motion.

Motion to approve the minutes of May 16, 2005 passed by consensus.

Public Comments

- John Cognitiona stated available funds for the remainder of the fiscal year (ending June 30) should be clarified for budget requesters.

Consent Calendar

1. Line item transfer. \$125.00 from account 41-55120 (De Anza Flea Market), object code 4010 (Supplies) to object code 3200 (Benefits).
2. Line item transfer. \$265.00 from account 41-55120 (De Anza Flea Market), object code 4010 (Supplies) to object code 2310 (Student Payroll).
3. Line item transfer. \$2,000.00 from account 41-56650 (Outreach Program), object code 2310 (Student Payroll) to object code 4010 (Supplies).
4. Line item transfer. \$300.00 from account 41-51320 (Accounts Office Supplies), object code 5350 (Equipment Maintenance & Repair) to object code 6420 (Capital).
5. Line item transfer. \$31.00 from account 41-51320 (Accounts Office Supplies), object code 4060 (Printing) to object code 6420 (Capital).
6. Line item transfer. \$300.00 from account 41-51162 (DASB Leadership Training), from object code 4015 (Refreshments/Meeting Meals) to object code 4010 (Supplies).

Nadine Foster moved to approve the Consent Calendar.

Lilya Mitelman seconded the motion.

Lisa Kirk stated the following items should be added to the agenda:

7. Line item transfer. \$75.00 from account 41-56675 (Puente Project), object code 4060 (Printing) to object code 4013 (Promotional Items).
8. Budget transfer. \$721.64 from account 41-54610 (ICC Club Travel) to account 41-54730 (Club/ICC Allocations).

Nadine Foster moved to approve the Consent Calendar as amended.

Lilya Mitelman seconded the motion.

Motion to approve the Consent Calendar as amended passed by consensus.

Business

9. Carry Forward

This item is to discuss and approve carry forward of funds for the Band and Jazz Ensemble accounts.

Lilya Mitelman moved to approve carry forward of funds for the Band and Jazz Ensemble accounts.

Nadine Foster seconded the motion.

Discussion occurred.

Lilya Mitelman moved to end discussion.

Jane Qi seconded the motion.

Discussion ended.

Roll Call Vote

<u>Name</u>	<u>Approve</u>	<u>Disapprove</u>	<u>Abstain</u>	
Stephanie Bellini	-	-	-	Chair
Nadine Foster	X			
Lilya Mitelman	X			
Jane Qi	X			

By majority vote, motion to approve carry forward of funds for the Band and Jazz Ensemble accounts passed.

10. Carry Forward

This item is to discuss and approve carry forward of funds for the Chorale/Vintage Singers, Women’s Chorus, and Vocal Jazz Performance/recording accounts.

Lilya Mitelman moved to approve carry forward of funds for the Chorale/Vintage Singers, Women’s Chorus, and Vocal Jazz Performance/recording accounts.

Nadine Foster seconded the motion.

Discussion occurred.

Nadine Foster moved to end discussion.

Lilya Mitelman seconded the motion.

Discussion ended.

Roll Call Vote

<u>Name</u>	<u>Approve</u>	<u>Disapprove</u>	<u>Abstain</u>	
Stephanie Bellini	-	-	-	Chair
Nadine Foster	X			
Lilya Mitelman	X			
Jane Qi	X			

By majority vote, motion to approve carry forward of funds for the Band and Jazz Ensemble accounts passed.

11. New Funding

This item is to discuss and approve \$2,000.00 for the De Anza Planetarium to make copies of current astronomical articles from *Planetary Report* for use by the 2,500 students enrolled in astronomy classes at De Anza as well as K-12 students who attend the Planetarium for star shows.

Presenter: Caron Blinick

No action was taken on the item. This funding request is for 2005-2006 and shall be brought back for action at that time.

12. New Funding

This item is to discuss and approve \$6,600.00 for the Euphrat Museum of Art. Jan Rindfleisch presented and answered questions regarding the request for new funding. Nadine Foster moved to approve \$4,500.00 from account 41-52102 (Winter/Spring Special Allocations) for the Euphrat Museum of Art as an urgent item. Jane Qi seconded the motion. Discussion occurred. Jane Qi moved to end discussion. Nadine Foster seconded the motion. Discussion ended.

Roll Call Vote

<u>Name</u>	<u>Approve</u>	<u>Disapprove</u>	<u>Abstain</u>	
Stephanie Bellini	-	-	-	Chair
Nadine Foster	X			
Lilya Mitelman	X			
Jane Qi	X			

By majority vote, motion to approve \$4,500.00 from account 41-52102 (Winter/Spring Special Allocations) for the Euphrat Museum of Art as an urgent item passed.

13. Carry Forward

Kulwant Singh stated the activities of the DASB-funded (March 2005) Physical Education Assistant position were not fulfilled, and requested the funds be approved for 2005-2006 carry forward. Nadine Foster moved to approve carry forward for the Physical Education Assistant provided employee(s) have been hired and work has begun by June 30. Jane Qi seconded the motion. Discussion occurred. Lilya Mitelman moved to end discussion. Nadine Foster seconded the motion. Discussion ended.

Roll Call Vote

<u>Name</u>	<u>Approve</u>	<u>Disapprove</u>	<u>Abstain</u>	
Stephanie Bellini	-	-	-	Chair
Nadine Foster	X			
Lilya Mitelman	X			
Jane Qi	X			

By majority vote, motion to approve carry forward for the Physical Education Assistant provided employee(s) have been hired and work has begun by June 30 passed.

Burning Issues

- Nadine Foster discussed possible increase in DASB Fee.

Announcements/Informational Reports

Monday, May 30. No finance meeting (holiday).

Adjournment

Stephanie Bellini adjourned the meeting at 5:04 pm.

Prepared by
Queenia Deschene
DASB Secretary
Draft minutes as of Monday, May 23, 2005

Corrected and Submitted by

Dennis Armen Shannakian
Student Activities Administrative Assistant
Approved Monday, June 6, 2005