



To: ASI Board of Directors
From: Hoan Nguyen, Director of Finance
Subject: February 21, 2023 Board Report

Finance/Accounting:

- ASI submitted the FY24 Q2 Forecast Report to Campus Budget, Planning & Administration on January 31, 2024. Executive Director and Director of Finance attended a financial review session with the University CFO on February 15, 2024.
- ASI Children's Center is undergoing an annual Contract Monitoring Review audit for our CSPP contract with the CA Department of Education on February 20-23, 2024. The Children Center will also have another Contract Monitoring Review audit with the CA Department of Social Services in March 18-22 for the CCTR contract.
- Staff completed the 2022/23 990 Information Return for University Union and attended the UU Board meeting on February 14, 2024 as consultants.
- Staffing is working to complete the 2022/23 990 Information Return for ASI, plans to present to ASI Board at the March 6, 2024 meeting, and will file the Return by March 15, 2024.
- The ASI FY24/25 Budget Cycle has been underway since January 16 kick-off with the ASI Management Working Team. ASI Departments will be presenting their departmental plans for FY2024-25 at the F&B Committee on January 27, 2024 and the ASI Working Board on January 28, 2024.

Committee/Meetings:

- Enroll Updates & Projections meeting with Steven Salcido of Enrollment Management Student Services, Feb 21
- Business Partners Round Table, Feb 20
- Student Affairs & Enrollment and Engagement Managers' Meeting, Feb 20
- ASI Student Board Elections Workshop-Mandatory Candidate Workshop, Feb 16
- FY24 Q2 Financial Review with Jonathan Bowman, Campus CFO, Feb 15
- University Union Board meeting for UU's 990 presentation, Feb 14
- 990 Discussion with CliftonLarsonAllen (CLA), Feb 12

- ASI Working Board Meeting, Feb 14
- Finance & Budget Committee, Feb 13
- Cal-Fire Meeting to work on Children Center's grant application, Feb 13
- ASI FY24 Q2 Financial Projections with Jennifer Harris of Budget of Planning & Administration, Feb 8
- MIP (ASI Accounting System) Data Ownership, Feb 8
- Budget Webinar for Green Schoolyards: Child Care Facilities, Feb 8
- ASI Student Board Elections Workshop – Information Session, Feb 8
- ASI Board Meeting, Feb 7
- 2024 Business Outlook Conference hosted by River City Bank, Feb 7
- ASI HR/Business Office Meeting, Feb 7
- Finance & Budget Committee, Feb 6
- Accounting Services Monthly, Feb 2
- ASI Baraiya Textbook Reimbursement Meeting with ASI VPF, Feb 2
- MIP Training with Xplor, Feb 1
- ASI Working Board Meeting, Jan 31
- Finance & Budget Committee, Jan 30
- MWT (Management Work Team), Jan 16 & 30
- 5500 Filing planning meeting (Internal), Jan 26
- Pre-Renewal Planning with Gallagher, Jan 25
- Various FY24 Q2 Forecast meetings with ASI Department Directors, Jan 22-26
- Peak Adventures Sales Planning Tools Development Discussion, Jan 25
- ASI Mid-Year Board Retreat at Aquatic Center, Jan 19
- Auxiliary Leadership Council Meeting, Jan 17
- Auxiliary Organizations Association Conference in Indian Wells, CA, Jan 7-9
- Accounting Services Monthly, Jan 5