



To: ASI Board of Directors
From: Mari Ruiz, Associate Director of Accounting Services and Interim Director of Finance
Subject: February 18, 2025 Board Report

Finance/ Accounting:

- Accounting Services staff have been working on ASI's Chancellors Audit. This audit is for 7 weeks, we are currently on week 4.
- Accounting Services staff is also undergoing a yearly 403(b) audit. Filing will occur on 4/15/25.
- Accounting Services along with the Human Resources department are busy setting up implementation of a new HR/Payroll system, UKG. First live punch will be Monday, 2/24.
- Accounting Services staff has completed the 2023/2024 990 Information Return to CLA auditors. University Union plans to present returns to UU Board on March 7, 2025. Return will be filed shortly thereafter.
- Accounting Services staff is working on the 2023/2024 990 Information Return for ASI.
- The ASI FY 25/26 Budget Cycle has begun! All ASI departments are compiling data to finalize their budget for next year and will be presenting to the F&B Committee in March with final approval of the entire ASI budget to the BOD in April.

Committee/Meetings:

- AOA Annual Conference, Jan 12-14
- Chancellors Audit Meetings, Jan 27, Jan 30, Feb 3, Feb 5, Feb 6, Feb 7
- 403(b) Audit Meetings Jan 29, Feb 12
- UKG Implementation Committee, Jan 30, Jan 31, Feb 3, Feb 5, Feb 6, Feb 7, Feb 13, Feb 14
- Commencement Committee, Feb 7
- ASI Board Retreat, Jan 17
- Finance & Budget Committee, Jan 28, Feb 11
- MWT Committee, Jan 21