



To: ASI Board of Directors
From: Mari Ruiz, Associate Director of Accounting Services and Interim Director of Finance
Subject: April 23, 2025 Board Report

Finance/ Accounting:

- Accounting Services staff is still working on ASI's Chancellors Audit. This audit is on week 12 and has the informal exit meeting Friday 3/21 but auditors have still asked for further policies and procedures.
- Accounting Services along with Executive Director, Hoan Nguyen, has filled the 5500 Form on Friday April 11th (annual report with the Department of Labor, IRS and Pension Benefit Guaranty Corporation).
- Accounting Services staff has completed the ASI's 990 2023/2024 990 Information Return and presented to the Board on Wednesday 4/16.
- The ASI FY 25/26 Budget has been completed and will now go to vote by the Board on April 23.
- Accounting Services is gearing up for our annual external financial audit by CLA. We met with CLA to agree on a schedule, we will begin interim audit on May 12th.
- Worked with legal counsel regarding unionization efforts by CSUEU continues.
- Accounting Services is hiring student staff to help the Aquatic Center for their annual rowing regattas; the Western Intercollegiate Rowing Association Championship (WIRA) will be held April 26 and 27 and The USRowing Southwest Youth Championship will be held May 2, 3 and 4.
- Children Center Playground Renovation is officially in Phase 1; CO cleared, being approved by Fire Safety and Department of State Architect.

Committee/Meetings:

- Chancellors Audit Meetings, Mar 21, Apr 17
- 403(b) Audit Meetings, Mar 26, Apr 9
- Finance & Budget Committee, Mar 25, Apr 15
- MWT Committee, Apr 15
- Accounting Services Weekly Meetings, Mar 17, 24, Apr 7 and 14