

To: ASI Board of Directors
From: Mari Ruiz, Interim Director of Finance and Administration
Subject: March 4, 2026 Board Report

With my transition back to Associate Director role I will not be attending Board meetings on a regular basis, if the agenda entails fiscal matters, I will be present. But, I'm available anytime in my office or via email.

Finance/Accounting:

- ASI Student Shop and Peak Adventures has implemented the new Point of Sale (POS) system, Citrus Lime. We are currently working through initial transition items and process improvements.
- The 403(b) audit will be done in March. Please reach out to me if you'd like to read our 5500 report.
- We finished the internal audit Sacramento State implemented of the Executive Directors expenditures on February 8, 2026. We have not heard back from the campus auditor on findings.
- ASI continues to collaborate with CSUEU regarding new union employee representation proposals.
- Accounting and Human Resources meet weekly with Voya, our retirement provider, to review participant interests and plan updates.
- We are awaiting campus guidance on the appropriate Bursar's Office cash account to use for processing cash donations- continued. Have not heard back from the Bursar's Office.
- ASI is in full budget season. We have met with all departments at least twice to review budgets. We are making a vigorous effort to decrease expenditures across all departments. Departments have begun to share their budgets to the Finance & Budget Committee (F&B), I encourage you to attend to hear what each department has decreased. F&B meets every Tuesday from 3pm-5pm in the Foothill Suite 3rd floor.

Committee/Meetings:

- Union Negotiations
- Bi-Weekly Management Work Team
- Weekly ASI & Voya Compliance Meetings
- Weekly Accounting Services Admin Meeting
- Weekly Citrus Lime Implementation Meeting
- Bi-Weekly Audit Recommendation Meeting
- Bi-Weekly 403b Audit Meetings