

**To:** ASI Board of Directors  
**From:** Mari Ruiz, Interim Director of Finance and Administration  
**Subject:** November 4, 2025 Board Report

**Finance/Accounting:**

- ASI Student Shop and Peak Adventures continue implementing a new Point of Sale (POS) system, Citrus Lime, which will be used specifically for the Bike Shop and Student Shop. The projected go-live date is December 15, 2025.
- Accounting continues to address open items from the Chancellor's Office audit. The two items submitted last month have been accepted by the CO and closed! Work is now focused on completing items due by November 28, 2025.
- ASI continues collaboration with CSUEU regarding new Union employee representation proposals.
- Accounting and Human Resources continue meeting weekly with Voya, our retirement provider, to review participant interests and plan updates.
- New processes and procedures are being determined to transition all donations to University Foundation.
- Quarter 1 Budget Forecast reports were generated and sent to campus.
- Worked with VPF Maciel on legislative matters related to ED expenditure approvals and Around the World Cultural Festival funding.
- Student Shop participated in the Alumni Center Grad Fest October 7<sup>th</sup> and 8<sup>th</sup> where 552 graduates purchased regalia, 100 more than 2024 Fall Grad Fest!
- Campus has introduced a new centralized cost allocation methodology for auxiliaries and self-supporting departments. I met with Margaret Hwang and Natalie Daniels to further explain ASI's functional expenses and the additional services we provide to campus. Moving forward, Campus will determine which factors can be used to offset or reduce ASI's allocation fee

**Committee/Meetings:**

- Union Negotiations
- Bi-Weekly Management Work Team
- Bi-Weekly Finance & Board Committee
- Weekly ASI & Voya Compliance Meetings
- Weekly Accounting Services Admin Monday Weekly Meetings
- Weekly Citrus Lime Implementation Meeting
- Bi-Weekly Audit Recommendation Meeting