

To: ASI Board of Directors
From: Mark Montalvo, Director of Finance and Administration (DFA)
Subject: September 9, 2020 Board Report

Finance/Accounting:

- Year-end closing (FY July 1, 2019 – June 30, 2020) has taken the majority of July and August for the Business Office staff, making sure all financial information is calculated correctly and accrued as of June 30, 2020. The “close” was completed and all G/L reconciliations were completed for our auditors.
- Our auditors from KCOE were virtual during August and have now issued a final audit report as of June 30, 2020 for ASI and the Union. The ASI financial report bottom line number has not changed from what was reported and presented at the ASI board and staff retreats.
- ASI management has been working with an outside organization, PayScale, to analyze job descriptions to review comparability of our pay structure for employees as compared to industry standards and other CSU auxiliary organizations.
- In collaboration on reviewing the DOC and External Grant funding steps and simplifying the process to make funding less subjective (neutral). These steps will change how funding allocations to campus groups are awarded. More to come.

Committee/Meetings:

- ASI VPF interviews, July 1, 2.
- MWT, July 7, Aug 18, Sept 1.
- Payscale July 21, 27, Aug 10, 25, 27.
- “Ask Sandra & Mark”, Aug 6.
- Board retreat, Aug 7-9.
- Staff retreat, Aug 26.
- DOC process, Aug 28.
- President and funding neutral, Sept 1.
- President’s address, Sept 3.
- Union & ASI Audit committees, Sept 8.