

**ASSOCIATED STUDENTS OF  
MICHIGAN STATE UNIVERSITY  
GENERAL ASSEMBLY  
SIXTY\_FIRST SESSION**



**BILL NO. 61-06**

**INTRODUCED BY: Jones (VPFO)      SECONDED BY: Mohammed (VPSA)**

**A BILL TO: Allocate postage costs related to shipping RCL yearbooks from the Business Office account to the Red Cedar Log account**

**THE ASSOCIATED STUDENTS OF MICHIGAN STATE UNIVERSITY ENACT:**

**WHEREAS,** The 2024-2025 budget combines all shipment postage costs in the Business Office account, RY100000 BUSOF, including Business Office shipments and RCL books; and,

**WHEREAS,** The cost to ship an RCL book from ASMSU is \$12.50, and the funds to cover all associated costs of RCL shipments falls under the RY100000 BUSOF account, and not RY100000 RCLOG ; and,

**WHEREAS,** The total amount ASMSU pays to ship RCL year books is not traceable and leads to insufficient understanding of cash flow out of the 2024-2025 budget and unverified confirmation that the RCL shipping cost charged to students covers the cost ASMSU has been paying previously, in full; there, be it;

**RESOLVED,** The ASMSU General Assembly will reallocate \$500 from the RY100000 BUSOF account postage funds, to RY100000 RCLOG in order to efficiently track RCL related postage costs, and cover any gaps between the predicted total cost of yearbook related postage costs and the actual total cost of yearbook related postage.

**INTRODUCED ON** 8.29.24

**REFERRED TO** n/a **COMMITTEE ON** n/a

**SPECIAL ACTION TAKEN** \_\_\_\_\_ **DATE** \_\_\_\_\_

<b>COMMITTEE ACTION</b>	_____	_____	_____	_____
	<b>PASSED</b>	<b>FAILED</b>	<b>VOTE</b>	<b>DATE</b>

<b>FINAL ACTION TAKEN</b>	<u>X</u>	<u>22 - 0 - 0</u>	<u>8.29.24</u>
	<b>PASSED</b>	<b>FAILED</b>	<b>DATE</b>

  
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**PRESIDENT: Connor Le**

  
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**XPIA: Kathryn Harding**

## **Appendix I**

### **I. ITEMIZED BUDGET:**

- i. An allocation of \$500.00.

### **II. STAFF INVOLVEMENT:**

#### **a. Staff member and/or point of contact for follow-through:**

- i. VPFO - Delaney Jones
- ii. Controller - Anna Hashisaka
- iii. Business Officer Manager - Kylee Vincent

#### **b. Proposed responsibilities of staff member and/or point of contact:**

- i. Controller will re-allocate/move \$500.00 funds from the ASMSU Business Office (RY100000 BUSOF) to Red Cedar Log (RY100000 RCLOG), and shall work with the VPFO and Business Officer Manager to re-allocate/move these funds.

#### **c. Detailed action steps for follow-through:**

- i. Controller will ensure the \$500 funds are re-allocated/moved from the ASMSU Business Office account (RY100000 BUSOF) to the Red Cedar Log Account (RY100000 RCLOG)) and will work with the VPFO and Business Officer Manager.
- ii. Business Officer Manager, VPFO, and Controller shall set up a meeting to transfer these funds.

#### **d. Staff member's and/or point of contact's statement of confirmation:**

- i. VPFO - Delaney Jones
- ii. Controller - Anna Hashisaka
- iii. Business Office Manager - Kylee Vincent