



# BUDGET COMMITTEE

Meeting Minutes  
12/18/2014, 2 pm, PDC 104

## Attendance

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**Members Present** – Walt Chatfield, Gloria Fisher, Rosemarie Hansen, Yendis Battle, Jose Torres, Cheryl Marshall, Mike Strong, Bryan Reece, Tim Oliver, Matthew Isaac, Jeremy Sims (for Glen Kuck)

**Members Absent** – Vanessa Osorio, Ruby Zuniga, Girija Raghavan, Scott Stark, Denise Allen-Hoyt, Stacy Meyer, Steve Sutorus, James Dulgeroff, Jack Miyamoto, Rhonda Prater

**Guests Present** – Larry Strong, Greg Allred, Ed Millican, Bryan Reece

## Welcome/Introductions

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Tim opened the meeting. Self-introductions were made. Gloria Fisher advised that she was going to resume the role of DBC management appointee for SBVC since Ed Millican was returning to the faculty. Tim asked guests not to vote.

## Approval of Meeting Minutes

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Rosemarie Hansen made a motion, which Matthew Isaac seconded, to approve the meeting minutes from November 20, 2014. The minutes were unanimously approved.

## Report on Subcommittee Work on 15 % Reserve Fund

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Larry Strong reported the subcommittee's findings and the draft Recommendation 2015-03 was read. Tim encouraged the committee to expand on its rationale for the recommendation. The reasons identified were: SB 860 growth formula requirement of 1% unfunded FTES per year over the next three years, GFOA best practice recommendation of 10% fund reserve for community colleges, implementation of the upcoming enrollment management plan, pursuit of district strategic planning initiatives, and unmet needs on the campuses. It was decided that Jose would redraft the supporting portion of the recommendation. Committee members approved the board directive changes with some minor adjustments to the wording. Jose promised to forward a copy of the recommendation to the DBC.

## 2015-16 Budget Development Tasks for October-December

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Jose advised the committee that there had been a kick off meeting with Questica. The vendor is developing a timeline which will be forwarded to the committee when available.

Both campuses have been working on position control. This function will be shifted from Human Resources to Fiscal Services in the near future.

## District Budget Expenditures

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Jose made a presentation to the committee on District expenditures. He promised to send the spreadsheet to committee members. Tim highlighted that District office expenses should be considered separate from districtwide initiatives. Ed urged committee members to pass all of this information onto their constituent groups.

## Review of College Brain Trust Recommendation Document

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As there was insufficient time to discuss this document at the November meeting, Tim asked that committee members review it independently.

## Adjournment & Next Meeting

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The meeting was adjourned. The next meeting of the Budget Committee is scheduled for January 15, 2015 2:00 p.m. in PDC 104.