Budget Committee Meeting Agenda
May 8, 2014
3:00-5:00
PCR

Members
Administration: Christine Statton, Co-Chair, Kristin Hollabaugh, Tim Hollabaugh
Faculty: Matt Bourez, Marla Prochnow, Mike Skaff, Linda Yamakawa
Adjunct Faculty: Anne Leonard
Classified: Stephen Meier, Amelia Sweeney
Confidential: Omar Gutierrez, Co-Chair
Students: Alex Bony, Michelle Rivera
Non-Voting Member: Leangela Miller-Hernandez or Designee

1. Call to Order
2. Approval of the April 24, 2014 Budget Committee Minutes
3. Report to Committee
   a) District Governance Senate Actions
   b) Board of Trustees Actions and Items
4. Year-End Evaluation – Summary Discussion
5. Budget and Fiscal Items on Board Agenda
6. May Revise and Budget Assumptions
7. Summer Ad-hoc Workgroup for Options - TracDat Above-Base Request Report
8. Requests/Ideas for Fall Meetings
9. Date of Next Meeting – August, 2014
10. Adjourn

District Objective #7 for 2013-14: Allocate resources based on an accountable and systematic District-wide planning and budget development process that links this allocation to Institutional Program Review and the Strategic Plan
Budget Committee Meeting Minutes  
May 8, 2014  
3:00-5:00  
PCR

Members Present

Administration: Christine Statton, Co-Chair; Kristin Hollabaugh, Tim Hollabaugh
Faculty: Matt Bourez, Marla Prochnow, Mike Skaff
Adjunct Faculty: Anne Leonard
Classified: Stephen Meier, Amelia Sweeney
Confidential: Omar Gutierrez, Co-Chair
Students: Alex Bony
Non-Voting Member: Leangela Miller-Hernandez

Members Absent

Administration: 
Faculty: Linda Yamakawa
Adjunct Faculty: 
Classified: 
Confidential: 
Student: Michelle Rivera
Non-Voting Member:

Guests:

1. **Call to Order**  
   Christine Statton called the meeting to order at 3:06

2. **Approval of the April 24, 2014 Budget Committee Minutes**  
   Tim Hollabaugh moved to approve the minutes of 4/24/14 and Kristin Hollabaugh seconded the motion. Motion passed unanimously.

3. **Report to Committee**  
   - **District Governance Senate Actions** – Christine Statton reviewed the report that will be presented to DGS on 5/13/14.
   - **Board of Trustees Actions and Items** – Christine Statton briefly discussed the April 22nd board study session regarding possible solar projects. More information about solar will be presented at the June board meeting. Christine Statton talked about water shares associated with the Linwood property and declaring them as surplus property at the May 12th meeting. Proceeds from the sale of the water shares will go into the Linwood reserve fund. Also presented at the May 12th meeting will be a plan for the Live Oak remediation using scheduled maintenance money & bond interest dollars.

4. **Year-End Evaluations – Summary Discussion**  
   Members individually reviewed the survey results. Christine Statton reviewed suggestions for additional training. She asked members for thoughts, comments or feedback. There were no comments from the committee.

5. **Budget and Fiscal Items on Board Agenda**  
   Leangela Miller-Hernandez reviewed several fiscal reports that will be presented at the May 12th board meeting.

6. **May Revise and Budget Assumptions**  
   Christine Statton reported that the Governor’s May Revise has not yet been released and that she will send members information as she receives it. She reviewed an email from Scott Lay, from the Community College League, regarding his proposal/projections for the May Revise. She handed out and reviewed a report about the increase to the CalPERS employer contribution rates and she also discussed budget assumptions related to staffing.

7. **Summer Ad-hoc Workgroup for Options-TracDate Above-Base Request Report**  
   An ad-hoc committee of Marla Prochnow, Tim Hollabaugh, Kristin Hollabaugh, Christine Statton and Omar Gutierrez will meet over the summer to determine if another TracDat report can be built to extract how an above-base request links either to a district objective or the strategic plan.

8. **Requests/Ideas for Fall Meetings**  
   No requests made

9. **Date of Next Meeting**  
   August 21, 2014. Christine Statton briefly reviewed the schedule of proposed meeting dates for 14/15.
Adjourn
The meeting was adjourned at 4:10 p.m.

Item Not on the Agenda
Matt Bourez asked about the budgets being developed for the Writing Center and Math Lab and what role the committee had in reviewing them. Christine Statton explained that these are discretionary base budgets and, according to the Resource Allocation Manual, the committee doesn’t review or approve those budgets. If the budgets were being extensively increased or decreased the committee would discuss that during the time budget assumptions were being developed.