FINANCIAL RESOURCES COMMITTEE MINUTES- October 7, 2009
2:00 p.m. – AD206

PRESENT:
Rosalinda Buchwald, Carol Cone, Andrea Dima (student representative), Carol Horton –
chair, Dennis Korn, Eric Magallon, Roseann Manfre-Campillo, Jim McClain, Judy Rojas
(recording secretary) and Steve Siegel Absent: Kathy Bakhit, Toby Guebert, Lan Hao,
Jeanne Hamilton, Irene Malmgren, Martha McDonald, Dr. Geraldine Perri, Rocky
Reynolds, and Linda Welz.

OLD BUSINESS:

10.1 Approval of Minutes of September 30, 2009 – Minutes approved as presented.

NEW BUSINESS:

10.2 2009-2010 District Budget – Carol Horton distributed the 2009-2010 District Budget that
was approved by the Board of Trustees last night. Please share these with your constituent
groups and anyone that is interested. Carol Cone has several copies that need to still be
distributed. What you can distribute immediately is the 311 Report. Carol Horton also
presented the Power Point that was shown at the last Financial Resources Committee
meeting to the Board of Trustees last night. Carol noted that she will be meeting with ASCC
tomorrow to go over the budget and the Power Point presentation.

Carol Horton explained how to read the budget book for the new members of the committee
that may not be familiar with it. The first column is the actual expenditures from 2007-2008,
the second column is the unaudited actual expenditures for 2008-2009, the third column is
the budget for 2009-2010 and the fourth column is the comparison in what we actually spent
in 2008-2009 and what we budgeted in 2009-2010. The money that the college makes is
basically what we make on FTES that we generate. There is an area for each instructional
cost center which notes money made for the last two years. It is a snapshot of what income a
cost center generated based on the number of sections and the average size of each section
per semester. This area is where you can look to see if we have made the 50% law by
comparing what we have made to what the cost center’s expenses were. All salaries are
listed by cost center and broken down by academic, full time and adjunct and classified.
Carol Horton added that this entire budget is a huge Excel spread sheet that Carol Cone
inputs. The information that is input comes from the deans and directors based on schedule,
overload, large class information, adjunct faculty assigned for each semester etc.. This
budget is based on an estimate for next spring based on the fall schedule. We will adjust the
budget if needed. 88% of our expenditures are salaries and benefits and we need to be
accurate in that area of the budget. As long as we can identify the current employees in their
area we are able to keep the salary budget information correct. Carol Cone keeps a rolling of
list of who moves in and out of cost centers and adjusting for step and column changes,
retirements and new hires. She also audits the runs from Human Resources and Payroll to be sure that the budget is correct. The deans are now going to be able to provide us information per sections which gives them better planning options and gives Carol Cone another audit process for the budget.

Carol Horton stated that on Monday we received spreadsheets from the state regarding the ARRA funds for the categorical programs. Current budget overstates ARRA funds and it will be adjusted.

The meeting was adjourned at 2:32pm.