



## **BUDGET COMMITTEE MINUTES**

December 14, 2023, 11:10 a.m.

Members Present: Todd Hampton, Jason Page, Joy Reynolds, Shelley Getty, Jessica White, and Trudi Blanco (Recorder)

Members Absent: Sheri Horn-Bunk, Devin Daugherty, Natalie Guzman (Student Representative), and R.J. Montoya (Student Representative)

Guest: Jaime Lopez and Manny Campos

The Budget Committee meeting of November 16, 2023, was held in the Cougar Room and called to order by Todd Hampton at 11:11 a.m.

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### **1. Approval of Minutes – November 16, 2023**

The minutes of the November 16, 2023, meeting were approved by consensus.

### **2. 24/25 Budget Development Calendar - Review**

Hampton reviewed the 24/25 Budget Development Calendar. The Committee asked no questions.

### **3. Budget Update**

Hampton announced that he will be attending the ACBO Workshop in Sacramento on January 17<sup>th</sup> and will update the committee at the January 18<sup>th</sup> meeting. Hampton noted the state is currently in a 64-billion-dollar deficit and discussed the college's financial position and reserves. Hampton discussed the FTE's and possible concerns due to the decrease in enrollment. Reynolds asked if Hampton plans to attend the next Academic Senate meeting to update the committee. Hampton replied he plans to attend the Academic Senate meeting in February.

### **4. First 5 Follow-Up**

Manny presented on the California Department of Education, California State Preschool Program (CSPP), fiscal training. PowerPoint presentation hand-outs were provided to the committee and will be attached to the minutes. Reynolds stated the state tax revenues are dropping and asked if the college plans to do anything about it. Campos responded that he would have an update in spring. Hampton noted the vaping tax may replace some of the tobacco tax.

### **5. Other**

- Reynolds asked if there is a form to request a 12-month pay option for 10/11-month employees. Hampton noted that is an HR/Payroll function, but he can ask and will report back.
- Reynolds asked if IT has a budget for dongles and discussed an issue she had in the classroom that interrupted class time. Hampton explained the program review process and stated it could possibly come from project funds. Hampton also explained that it may also be an IT supplies budget issue and suggested that Reynolds bring this question to Xiaohong when she returns in January.

- Hampton announced the speed bumps will be installed the week of December 18<sup>th</sup> and stated safety credits will be used for this project. Getty asked where the money goes for parking fines. Hampton replied the money goes to the parking fund. The employee-of-the-month sign was discussed by the committee.
- Reynolds asked about the grants routing level. Lopez explained the federal grant audit findings and how it affects the awarding of grants. Lopez and Reynolds discussed the process. Hampton noted he would like to learn more about the federal grant audit findings process and asked if there is a manual. Hampton also stated the committee should add this as a goal.

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The meeting was adjourned at 12:12 p.m.

Respectfully submitted by:

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Trudi Blanco