MINUTES

PLANNING & BUDGET COMMITTEE

Date: Tuesday, September 10, 2019
Time: 3:30 p.m.
Location: Board Room

Members Present: Kenneth Bearden, Peter Dahl, Virginia Guleff, Thomas House, Carrie Monlux, Brian Murphy, Jim Nicholas, Al Renville, Andy Suleski, Robert White
Members Absent: Shannon Hamlyn-Burton, Greg Stoup
Guest:

I. DISCUSSION/ACTION ITEMS
At 3:33 p.m., Carrie called the meeting to order.

a. Welcome of New Members
Carrie welcomed new members and asked for introductions.

b. Election of Chair for 2019-20
Carrie called for nominations, Kenneth nominated Peter who accepted the nomination which was approved by all in attendance.

c. Approval of the 5/14/19 and the 6/4/19 Minutes
The minutes of the 5/14/19 and the 6/4/19 meeting were approved as presented.

d. Review of Planning & Budget Committee Charter – Andy
Andy provided a review of the Charter. Andy suggested that the Director for Institutional Research be added as a permanent, non-voting member and to add to section B Role of the Planning & Budget Committee 2.a.4 to include all the parts of the student centered funding formula (SCFF). If members of the committee have other revisions, please send them to Kim before the next meeting.

e. Review of Planning & Budget Annual Calendar – Andy
Andy provided a review of the Annual Calendar. The 4th quarter 311Q is no longer required by the Chancellor’s Office and will be removed. If members of the committee have other revisions, please send them to Kim before the next meeting.

f. 2019-20 Final Budget Update – Andy
Andy provided a review of the 2019-20 Final budget document. Additional District reserves were added to cover scheduled maintenance and instructional equipment projects, excess transportation costs of $311K are funded due to lost revenue because of the Camp Wildfire and enrollment being down. One-time costs are now funded at $3M. The FON is up by 1 to 157.5 due to full-time faculty dollars. We are well above the FON at 195. Head count is down 660. We prepared a claim against PGE so that a liability could be placed their balance sheet. Reserves include $2M to begin planning for a new Glenn County Center. Bookstore is an area of concern that will cost the general fund some money in the future.

g. Transportation System Support – Andy
Andy provided information regarding the $311K augmentation included in the budget document for excess Transportation costs due to lost revenue.

II. PENDING ITEMS
None.
III. ITEMS FOR THE NEXT AGENDA – Tuesday, September 24, 2019 @ 3:30 p.m.

- Approval of Charter
- Approval of Calendar
- Board Budget Criteria
- Forum Dates and Times

IV. ADJOURNMENT

At 4:24 p.m. the meeting was adjourned.