**Porterville College**

**Budget Committee Minutes**

**September 6, 2019**

**8:30-9:00 AM – L405**

**Present:** Primavera Arvizu, Joseph Cascio, Matthew Flummer, Jodie Logan, Jay Navarrette, Annette Nix, Miguel Ruelas, Gregory South, Arlitha Williams-Harmon (chair), Ann Marie Wagstaff (co-chair), Joel Wiens

**Absent:** Vern Butler, Erin Cruz, Kailani Knutson, Jennie Porreco, ASPC Rep

**Guest**: Dr. Habib

1. **Call to Order –** 8:35 am
2. **Approval of Agenda**

Motion was made to approve the agenda with change to order of agenda.

 M/S/C: Primavera Arvizu/Miguel Ruelas

1. **Approval of Minutes**

Motion was made to approve the following minutes:

**March 15, 2019**

 M/S/C: Ann Marie/Miguel Ruelas

**April 5, 2019**

 M/S/C: Jay Navarrette/Primavera Arvizu

1. **Elect Budget Committee Co-Chair**

Motion was made to elect Ann Marie Wagstaff as the Budget Committee Faculty Chair

M/S/C: Arlitha Williams-Harmon/Joel Wiens

1. **Budget Calendar Review**

**August/September**:

* Make revisions to calendar
* Send out Orientation packet to new committee members
* Sent Budget Monitoring Training to new budget managers
* Board to adopt Adopted Budget 9/12/19
* Put Budget & Program Review Update on Enrollment Management agenda today for meeting on 9/9/19.
1. **FY 19-20 Budget (handout)**

Before we could adopt budget for this year, the Board Finance Committee asked each campus to prepare a balanced budget with a 2% and 3% reduction. We were also asked to check for structural imbalances that could be detrimental to our fiscal health if a recession hits. For FY 18-19, we didn’t receive all our revenue until May 2019 because of uncertainty. We received all of our total computation of revenue and half of our COLA. In order to reduce, we looked at temp and non-contract labor. Cuts in 1000 (faculty salary), 2000 (classified salary) and 3000 (benefits) accounts and it is not sustainable.

Not too many substantial changes were made to the FY 19-20 adopted budget. Our revenue increased because we received additional revenue with the remaining 50% COLA from FY 18-19 and because we left the budget flat except for step and column increases. FY 19-20 shows us making changes that came from department requests, three additional FON, PERS and STERS increases and District chargebacks.

1. **District-wide Budget Committee (DWBC) Update**

The DWBC met throughout the summer and last year. The DWBC looked at the student center funding formula and what costs are district costs and what costs are district-wide costs. The DWBC doesn’t tell campuses how to spend their funds or what positions are needed or not. DWBC reviews and gives input in District budget.

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1. **Fiscal Health Check List**

Have not looked at yet. Cambridge West Consultant for DWBC has a fiscal health check list but may be changing because of the new funding formula.

State law says we must have 3% reserves; Board approved college reserves at 5%. State is now looking at 5%, 10% and 15%. District-wide reserves are currently at 19% reserves.

1. **Other**
* Suggestion Box (ongoing) – Two suggestions received:
1. Electric charging station for electric-hybrid vehicles. Already looking at process and funding at low to no cost.
2. Adjust HVAC temperatures in Library to save money. This has already been adjusted. There was an issue with power settings caused by a power outage.

Richard Goode has agreed to continue to receive the suggestions and pass along to the budget committee.

1. **Future Agenda Items**
	1. Student Travel & Meals – Revisit Policy (Jodie/Joe 10/18/19 agenda)
	2. Revise Budget Calendar (on going)
2. **Adjourned:** 9:50 am

**Next Meeting: September 20, 2019, 8:30-10am, L405**