

COLLEGE OF THE SISKIYOU  
**BUDGET COMMITTEE MEETING**

May 11, 2017  
3:30 p.m. – 4:30 p.m.  
Board Room

*BC Members*  
Kevin Broussard  
Jesse Cecil  
Debbie Dutcher  
Nancy Funk  
Kent Gross  
Eric Houck  
Dennis Roberts  
Cheryl Rosen  
Connie Warren

**MINUTES**

**Present:** Kevin Broussard, Debbie Dutcher, Nancy Funk, Kent Gross, Eric Houck, Connie Warren, Bart Scott, Dennis Roberts

**Absent:** Jesse Cecil, Cheryl Rosen

The meeting was called to order at 3:43 p.m.

**1. Review of Minutes of March 16, 2017**

MSP (Dutcher, Gross unanimous) to approve the minutes as submitted.

**2. State Budget Updates**

The Governor presented his May revise today. Overall the outlook is good for community colleges. There will be one percent growth and any unused growth will be allocated back to the districts. Prop 98 was increased so there will be more in base allocations.

**3. Tentative 2017-18 Budget**

Nancy discussed the tentative budget. Nancy explained the processes that occur in the development and how the budget will be adjusted to address the current \$400,000 deficit. Cabinet reviewed the budget Monday and found some duplicity errors. Corrections are being made as errors are found. All VPs and administrators will be going back to their people to talk about budget cuts and changes. There will be some additional revenues coming in that have not been accounted for. If we have a balanced budget and additional revenues are realized, then we will go back and start putting items back into the budget that were cut.

Nancy asked the committee for any suggestions or ideas that could be used to trim \$150,000 to \$200,000 from the proposed budget. Suggestions were:

- Looking at opportunities to increase some maximum class sizes.
- Being wise with use of travel funds, sending fewer people to the same conference.
- Reviewing paid overtime and compensatory time. Is this a negotiated item?
- Wanting equipment versus needing equipment purchases.
- Avoiding duplicate technology.

Nancy handed out budget detail on other funds. Many of these have requirements that do not allow much leeway or change, but the information was available in case there were questions. The Cafeteria was discussed. This first year there was a \$150,000 to \$200,000 loss, but this was not unexpected. This year Cindy expects to reduce costs. She has been able to expand her choice of vendors, negotiate better prices, and she now has a full staff hired so we will not be using temp workers. Food service almost always runs in the red at schools but if a campus has dorms, you are required to meal plans. Some districts combine all enterprise accounts, thereby spreading profit and loss out. This may be considered.

#### **4. Facility Master Plan**

The plan was sent out to the campus this week for review. There is a link to Survey Monkey where comments can be made until noon on Friday. We would like the plan to go to the Board in June, but it could be delayed until the July meeting if time is too short.

#### **5. Financing**

The finance bond was approved at the May Board meeting. Originally the bond was for 20 years but we were able to negotiate down to 15 years and after five years, we can make additional payments with no penalty. Shortening the time did increase the debt service but overall it decreases the amount the College pays. Since all the money will be held at the County while projects are being scheduled, it will earn interest for the District prior to disbursement. The interest rate is locked in at 3.21%. We chose a private placement firm, thereby reducing paperwork and issuance costs. Funds should be available after June 6.

#### **6. Other**

There is another meeting scheduled for next Thursday. Nancy will have the budget balanced by that time and asked if the committee wanted to meet to review it prior to presentation to the Board. The committee felt that it would be fine to receive it electronically for review without meeting. Next week's meeting will be canceled.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Lori Luddon