



## Budget Committee

**MINUTES** for Monday, April 1, 2024

**1:00 p.m.**

**Zoom**

<b>Members Present:</b>	Stacy Surwilo, Mark Nesbit II (proxy to VP Sabanos), Jacqueline Hester, Shirley Pierson, Claudia Tornsaufer, Aaron Iffland, Kelly Henwood, Leah Gualtieri, Roberta Krauss,
<b>Members not Present:</b>	Carolina Gonzalez, Jan Jarrell, Karen King, Megan Leppert
<b>Guests:</b>	Trenton Romero
<b>Recorder:</b>	Patricia Lopez

### AGENDA

**Call to Order 1:04 p.m.**

#### 1. Welcome/Introductions

#### 2. Approval of Agenda/Minutes

DISCUSSION	Dean Hester moved to approve. Shirley Pierson second, motion carried. Minutes were approved by the Committee. Claudia Tornsaufer moved to approve the agenda. Shirley Pierson second. The agenda was approved by the committee.
CONCLUSION	

#### 3. Year End Deadlines

DISCUSSION	<ul style="list-style-type: none"> <li>Mark Nesbit II informed the committee about the year-end deadlines. Mark shared the email sent by VP Sabanos, the first email was sent on March 13, 2024, and once again the email was sent on March 28, 2024.</li> <li>These emails were about requisitions using general fund (GFU 1110). The deadline to submit requisitions using this fund is April 8. All other funds, categorical and restricted, will be May 6.</li> <li>May 6 is crucial. As this date is also part of the district deadline.</li> </ul>
CONCLUSION	

### Old Business

#### 4. Resource Request Process

DISCUSSION	<ul style="list-style-type: none"> <li>Mark Nesbit II stated that all departments and programs submitted their resource requests back in December. Since then, these requests have gone through a few reviews. Most of these requests had unanimous approval.</li> <li>Mark informed the committee about the next step will be to go to EPC to determine the priority funded requests.</li> <li>Kelly Henwood request if Admin. Services could provide the fixed costs to the Grant Managers.</li> <li>Mark Nesbit II informed the committee that VP Sabanos later will provide a list of requests that will be funded.</li> <li>Shirley Pierson expressed confusion about the committee's role in participatory governance and budget allocation.</li> </ul>
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	<ul style="list-style-type: none"> <li>Mark Nesbit II explained that the committee is more informational. Mark understands these questions and informs the committee that this is not the first time this question has come up.</li> </ul>
CONCLUSION	<ul style="list-style-type: none"> <li>Send the projected budget amounts and fixed costs calculations to the grant managers, including Claudia.</li> <li>Mark will inform VP Sabanos about the questions some members of the committee have regarding the committee's role in participatory governance.</li> </ul>
<b>5. 2024-2025 Proposed Campus Allocation Model (CAM)</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>Mark Nesbit II presented the committee the Proposed Campus Allocation Model.</li> <li>Mark explained that each year we have a multi tentative and adopted budget. Mark informed the committee that currently we are moving into the tentative budget timeline. The district has sent out a list of the positions and where they are being funded from. The Administrative Services Office (ASO) is going through and making sure that it is correct and requesting that they make changes based on any updates ASO has.</li> <li>Mark offered the committee members to meet once again in May if members would be interested in reviewing the tentative allocation model.</li> </ul>
CONCLUSION	<ul style="list-style-type: none"> <li>Claudia Tornsauer would like to meet once again in May.</li> </ul>
Action Item [Who?]	<ul style="list-style-type: none"> <li>Mark Nesbit II explained that the committee is more process informational. Mark understands these questions and informs the committee that this is not the first time this question has come up.</li> <li>A budget committee meeting will be schedule in May.</li> </ul>
<b>9. Adjournment Meeting adjourned at 1:24 p.m.</b>	

NEXT MEETING:

Monday, May 16, 2024. – 1:00 p.m.

Zoom

**Minutes submitted by:**

**Minutes approved:**