The meeting was called to order at 2:00pm.

Approval of Agenda – A. Tomlinson
The agenda was approved as presented with a change to item #5 since the categorical and SFP’s were not prepared to give budget presentations at this time. Sandra Sanchez provided a brief report of the 2013-2014 grants for the committee to review. It was decided the next meeting would be in January and the categorical and SFP’s would give their reports at that time. S. McMurray noted the purpose of the presentations is to identify all funding sources. M. Yanez moved to approve the agenda as amended; N. Barakat seconded.

Approval of Minutes – A. Tomlinson
N. Barakat moved to accept the minutes from 10/22/13; M. Yanez seconded. All approved.

Review 2013-2014 Budget – A. Tomlinson
A. Tomlinson distributed and reviewed the quarterly report. Since it is early in the year, the salary totals are incomplete. She noted utilities are up and we have lost about $20,000 in parking fees. Our expenditures are about $31M. L. Rosas noted we are funded at the maximum 6,657 FTES. Since the district gives us a little less than $4,000 per FTES, our revenue from the district is $26.5M. The President noted all nine colleges are operating beyond their allocation. A. Tomlinson complimented L. Rosas and the division chairs for doing a good job of meeting our FTES and hitting beyond our target 2% growth. When we grow beyond our target, we get additional money the following year. This year we will get $297,000 based on last year’s over cap. Self-generation of revenue, such as the LAUSD and golf range contracts are added to our allocation. Lottery 20 money, for instructional support, has already been added. Our subsidy for FON is $245,000 for this year. Our debt re-payment is deferred one year.

There was a discussion on funding, distribution of funds, assessments, and how the district spends our assessment. The President noted our assessment runs about $1,116 per FTES.
K. Blackburn stated there is discussion at the district committee level to possibly require the district office to present program reviews and planning documents like the colleges. The level of service the district can provide would then be based on their funding. A. Tomlinson remarked the upcoming accreditation will compel the district to link planning to budget.

A. Tomlinson remarked we have not recognized or addressed the impact of technology on the cost of operations. It was noted FM & O is funded on our square footage. The cost of maintaining the new buildings was discussed.

The cluster and quarterly report will be made available to all VP’s and manager’s as recommended by the accreditation committee. Copies of all reports are located in the Administrative Services office.

**Discussion on ASO Collecting Tax on Fundraising Sales – S. McMurray**

Concern was expressed about who has the ability to collect money and when a cashier is necessary. Students are able to collect money under the direction of the student advisor and are exempt from collecting tax on fundraising sales. Specific events will be dealt with on an individual basis.

**Other Items**

M. Yanez reported on the CDC fee schedule and noted a rate increase has been approved. There was a discussion on the various ways child care is subsidized by federal and state funds. A. Tomlinson suggested that areas, like the CDC that have a shortfall, be actively working to close the gap.

The funding amount for the YouthSource Center is $873,000. A. Tomlinson requested a follow-up from the YouthSource Center in regards to the amount of administrative overhead they are obligated to pay the college.

The “grants at a glance” provided by S. Sanchez will be reviewed and discussed at the next meeting. K. Blackburn opened the discussion on how the units responsible for the various grants align institutionalizing the programs with our planning process and budget. Concern was expressed about the tremendous amount of time involved to support these grants in addition to the lack of monetary support.

The meeting adjourned at 3:20 p.m.