**Porterville College**

**Budget Committee Meeting**

**March 4, 2016**

**8:30-10:00 AM – L405**

**Present:** Kim Behrens, Vern Butler, Val Garcia, Richard Goode, Bill Henry, Jodie Logan, Buzz Piersol, Charlene Whitfield, Ann Marie Wagstaff

**Absent:** Sam Aunai, Erin Cruz, Celia Farinal (ASPC), Jeff Keele, Elvira Martinez, Jay Navarrette, Arlitha Williams-Harmon

**Guest:** Joe Casio

1. **Call to Order** – 8:35 am
2. **Approval of Agenda** – Motion was made to approve the agenda adding “Graphics” under Other

 Motioned: Buzz Piersol

 Second: Richard Goode

 Ayes: 09 Nays: 0 Abstentions: 0

1. **Approval of Minutes** – Defer

February 19, 2016

1. **Budget Calendar Review**

February & March: Continuing review of budget requests and Sustainability Report. A little behind but still doing ok.

1. **Department Budget Review**

Joe Casio was invited to today’s meeting for Q&As in regards to the Athletic budget.

1. Game Management Staff consists of score keeper, ticket sales, door monitors, announcers, etc. Conference and state organizations are encouraging using adult game management staff which are usually staffed by student workers. Joe explained that the increase is due to paying official game management staff based on a prevailing rate. The dollar amounts are based on a 100% funding model paying official staff. Joe will modify amounts to reflect expected actuals and not maximum possible amounts.
2. Instructional Materials Account 4310 was left blank. Request should be $23,000.
3. Other Maintenance account $28,000 is for baseball and softball windscreens.
4. Volunteer Assistant travel for baseball increased only increased ~$100. It looked like it doubled when in fact money was moved from account 5220 to 5209.
5. Baseball Student Travel increase is due to increase in hotel, food and fuel costs.
6. Softball actuals for equipment is left blank. Budget looks like it increased $5,000 so we need to see actuals. The increase is mostly due to the replacement cost of bats…~$450 each.
7. Informed Joe that budgets need to be prioritized, linked and more information in justification.
8. **Sustainability Report** – Defer put on next agenda
9. **Fiscal Health** – Defer put on next agenda
10. **Other**

**Graphics**

There have been issues when print jobs get lost because of copier breakdowns which is affecting classroom tests, etc. The Budget Committee has made recommendations several times to increase Graphics position to full-time. Discussion ensued.

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Another concern is staff numbers are on copy jobs and then copy jobs are placed in employee’s mailboxes so name and employee number are accessible

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1. **Future Agenda Items**
	1. Suggestion Drop Box (ongoing)
	2. Refine Budget Calendar
	3. Sustainability Report March 18, 2016 Agenda
	4. Fiscal Health March 18, 2016 Agenda
	5. M&O v. Athletics budgets
	6. Student Travel and Meals – Revisit policy

**Meeting adjourned at 9:52 am**

**Next Meeting: March 18, 2016**