Members Present: Brock McMurray, Barbara Amerio, Bill Devine, Sharyn Eveland, Sheri Horn-Bunk, Jo Ellen Patterson, and Sarah Criss as recorder.

Members Absent: Agnes Eguaras and Anthony Cordova

1. **Minutes from September 22, 2016**
   Minutes from the September 22, 2016 meeting were approved by consensus.

2. **17/18 Budget Development Calendar**
   The Board of Trustees approved the 2017/18 Budget Development Calendar, with the timeline adjustments that were made to previous version of the Calendar. The Calendar had been reviewed by various committees, including the Budget Committee.

   Brock McMurray reviewed the Calendar with the committee, emphasizing the milestones on the Calendar. He reminded the committee that the planning process for the 2017/18 Budget will really pick up pace after he attends the conference in January where the Governor’s budget will be released.

3. **Budget Updates**
   - **2016/17 Budget Entry into Banner** – With transitions that have occurred in the Administrative Services departments, the process of uploading the Budget into Banner is behind. It is currently being uploaded. This will correct the current view of overspending on many budget lines and give accurate balances.
   - Brock recently attended the ACBO conference. He learned that the Chancellor’s Office is requesting a $100 million increase to the base allocation in the 2017/18 budget. The motivation for this request is linked to the obligation for meeting rising PERS/STRS costs. Brock also reported that the tax revenues were lower than expected but there isn’t too much concern due to the rainy day fund that had been built.
   - The District is operating the current budget year without the use of a TRAN agreement to ease cash flow issues. Due to the process of obtaining funds from the county, the District typically receives the first release of funds in December – 6 months into the fiscal year.
   - **Prop 51** - $9 Billion bond for K-14 ($2 Billion for community colleges) was voted in. The WKCCD facilities committee and Board identified the Vocation Center as the Final Proposed Plan (FPP) and the Athletic Field Relocation as the Initial Proposed Plan (IPP). Currently the 1st year of funding has been ranked and we did not score well. The 2nd year of funding will begin the ranking process relatively soon. It would be appropriate to determine the probability of the Vocational Center or the Athletic Field Relocation projects in their expected ranking levels. The District may benefit in placing the Athletic Field Relocation as the FPP – replacing the Vocational Center to the IPP at this time. Those decisions will be discussed at a later time.
   - **Prop 55** – The extension on the income tax for higher income earners was voted successfully in. When the current state budget was built, they built the budget without that proposition passing.
4. **Budget Committee Evaluation**
   Brock provided a copy of the Budget Committee evaluation. He thanked the members for their participation and welcomed any suggestions for improvement. The committee reviewed the evaluation. Certain items will be added to future agendas:
   - Expanded definition and knowledge of fixed expenses
   - Awareness of new funding sources
   - Grant expiration awareness – during Program Review

5. **Future Meeting Dates & Times**
   2nd Thursday from 1:00 p.m. – 2:30 p.m. works for the remainder of this semester. The committee will discuss next semester’s need during the December meeting. There is a possibility of meeting during lunch on Thursdays.

6. **Other**
   No other business was discussed.

Respectfully submitted by:

________________________________________
Sarah Criss