

**College of San Mateo  
Finance Committee  
College of San Mateo**

**Thursday, April 9, 2020**

**2:30 PM – 4:30 PM**

Zoom

**Members Present:**

Steven Lehigh, Micaela Ochoa, Ludmila Prisecar, Arielle Smith, Andreas Wolf, Chun Wai Wong (Mark)

Micaela called the meeting to order at 2:32 PM and reviewed the agenda. The members present approved the agenda as presented.

Micaela proceeded with agenda item 2, Check in. She asked how everyone was doing during COVID, and if there were any words of wisdom. She then asked if the committee had any requests for fiscal information. She opened it up for feedback and comments.

Agenda item 3, Fiscal Updates Related to COVID, was introduced. Items discussed included:

Student Fees, Facility Use and Reimbursements, Cosmetology, Child Development Center, Athletic Games, and Food Hunger.

Agenda item 4, 2018-19 Actual Revenues and Actual Expenditures were presented. Ludmila Prisecar explained the following information:

College of San Mateo	
<b>FY 1819 Fund 1 Actual Revenues and Expenses *</b>	
as of 04/08/2020	
<b>Revenue</b>	<b>18-19 Accounted Budget</b>
Fund 1 Beginning Balance	\$768,856
Fund 1 Allocation	\$41,661,271
International Education Revenue*	\$3,800,012
Prop 30/55	453,344
Office Hours	\$864,066
PE Additional funds from DO	\$111,695
Cosmo Revenue	\$29,743
Foreign Student Services Application Fees	\$48,713
<b>Grand Total Revenues Fund 1</b>	<b>47,737,700</b>
<b>Expenditures</b>	<b>18-19 Actual Expenses</b>
Administrators (1xxxx-Accounts)	\$2,598,065
Faculty (1xxx-Accounts)	\$20,923,731
Classified (2xxx-Accounts)	\$8,584,589
Benefits (3xxx-Accounts)	\$10,684,867
<b>Total Salaries and Benefits</b>	<b>\$42,791,253</b>
Materials & Supplies (4xxx Accounts)	\$396,789
Operating Expenses (5xxx & 6xxx Accounts)	\$672,252
<b>Total Actual Operating Expenses</b>	<b>\$1,069,041</b>
<b><u>Transfers Out (7210&amp;7310)</u></b>	
Athletics Insurance	\$78,309
Transfer to CDC	\$29,177
<b>Total Actual Transfers Out</b>	<b>\$107,486</b>
<b>Total Actual Expenses</b>	<b>\$43,967,779</b>
<b>Estimated Ending Balance</b>	<b>\$3,769,920</b>
Fund 3 Impact SEA Program	\$0
CTE/Perkins/DSPS/EOPS/CARE/FA Admin	\$0
<b>Estimated Ending Balance after Additional Augmentations</b>	<b>\$3,769,920</b>
<b>Transfer to Contingency (40001)</b>	<b>(\$2,708,593)</b>
<b>Ending Balance</b>	<b>\$1,061,327</b>

Ludmila provided an overview of 2020-21 budget development. She explained that budget meetings will begin in May 2020. The Committee discussed the Community Budget and the Finance Presentation and confirmed presenting it in the Fall 2020.

Micaela communicated that the April 9, 2020 meeting was scheduled as the last meeting for the year, but wanted to know if, given the COVID environment, the Committee would like to have another meeting in May 2020. The Committee responded that they would like to have a May meeting. The Committee agreed that May 14 would be a good date for May meeting. May 14 was confirmed as the next and final 2019-21 meeting.

Meeting adjourned.