

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

Thursday, September 10, 2020

2 PM – 4 PM

Zoom

<https://smccd.zoom.us/j/95813706841?pwd=ZE43QTVmNDRnU0psMmV0QmNKYUVJdz09>

Members: Arianna Avendano, Anthony Frangos, Steven Lehigh, Micaela Ochoa, Ludmila Prisecar, Arielle Smith, Andreas Wolf

Staff: Jane Wong

Invited Guests: Fauzi Hamadeh, Aaron Schaefer

MEETING AGENDA

Item #	Item	Lead(s)	Time	Documents	Action
1.	Welcome and Review Agenda	Steve Lehigh and Micaela Ochoa	2 Minutes	None	Action
2.	Approval of Minutes from May 14, 2020	Micaela Ochoa	2 Minutes	Attached	Action
3.	Review and Discuss Recommended Changes to IPC Bylaws	Micaela Ochoa and Arielle Smith	15 Minutes	Attached	Discussion and Possible Action
4.	Discuss and Approve Finance Committee Appointee to IPC	Micaela Ochoa and Arielle Smith	15 Minutes	See item #3	Action
5.	Review and Discuss Finance Committee Bylaws <ul style="list-style-type: none"> ▪ Discuss purpose and role ▪ Do we want to make any updates and or changes? 	Steve Lehigh and Micaela Ochoa	20 Minutes	Attached Purpose and Membership Statement	Discussion and Possible Action
6.	Community College Budgeting Overview and Training <ul style="list-style-type: none"> ▪ Fund 1 Revenue Components ▪ Recap on Prior Revenue Reports ▪ Overview of Future Budget Reports <ul style="list-style-type: none"> ○ Revenue Categories ○ Expenditure Categories ○ Ending Balances ○ Beginning Balances 	Micaela Ochoa and Ludmila Prisecar	45 Minutes	Attached	Information and Discussion
7.	Future Agenda Items <ul style="list-style-type: none"> ▪ Thursday, October 8 <ul style="list-style-type: none"> ○ 5 Year Trend of Actuals, 60 Minutes <ul style="list-style-type: none"> ▪ Revenues ▪ Expenditures ▪ Ending Balances ○ 3 Year Multi Year Projections, 30 Minutes 	Micaela Ochoa	10 Minutes	None	Discussion

	<ul style="list-style-type: none"> ○ Planning our IPC and Campus Community Fall Presentations, 20 Minutes ▪ Thursday, November 12 ▪ Thursday, December 10 				
8.	Other Items	All	10 Minutes	None	Information
9.	Adjourn	Micaela Ochoa	1 Minute	None	Action