

## Budget Advisory Committee

Minutes from the meeting on November 8, 2018

3:15 – 5:15 PM

Members present: Carrie Bosco, Shirley Cantu, Erol Ceran, Cynthia Chang, Amandeep Dhindsa, Kristi Grasty, Michael Grove, Denise Ramon Herrera, Ron Jones, Tony Palma, Rosemarie Pottage, Paul Robinson, Rosemary Rossi, Dave Wilde, Lee Fagot and Anh Kwa

Members absent: Chris Miller, Amy Obenour, Julia Peck

Record Keeper: Claire Linstrom

Members of the public observing: Peter Hertan

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Dave Wilde, Chairman, called the meeting to order at 3:22 PM

**ACTION:** Approval of Agenda

Motion: By Shirley Cantu, seconded by Cynthia Chang

Motion Passed: 15-0

**PUBLIC COMMENT:** No public comment at this time

**ACTION:** Approval of Minutes

Motion: By Shirley Cantu, seconded by Denise Ramon Herrera

Motion Passed: 15-0

### **DISCUSSION:**

Review of committee membership and possible by-laws

There was a review of the report submitted by Sub-committee members Paul Robinson, Ron Jones, Cynthia Chang and Lee Fagot on the make-up of the Budget Advisory Committee. A discussion followed including:

- the preferred number of representatives from the various groups (community members, students, parents, staff – teachers, classified, administrators)
- recruitment of new committee members and the application process
- the term of committee members / staggering of terms

The Sub-committee, including Rosemarie Pottage, will work on defining an implementation plan.

It was suggested that information from BAC be provided to the Board to assist in a possible update of the committee's by-laws. The Board decides how the committee shall operate. The group will then provide the board with potential by-laws. A December 10<sup>th</sup> deadline was suggested for input from the sub-committee.

**REPORT:** Report on Reserves presented to the Board on September 18, 2018

Rosemarie provided a handout from the Board Retreat titled District Reserves & Comparisons with Other Districts. Most districts have a 3% reserve requirement.

**DISCUSSION:** 2018-19 BAC goals and objectives. Proposed topics for next meeting.

Another focus area of the BAC is to become more proactive, learning how to effectively communicate with the community in an ongoing manner. Communicate both strengths and weaknesses – check for good examples from other districts. What are key messages to send out? Prior to next meeting, Mike and board members will report back on priorities for the committee with four or five areas to focus on. Board should provide some direction on finance.

Proposed topics for next meeting:

- More representation: working group will make suggestions. Makeup of sub-committee: Ron, Paul, Cynthia, Lee
- Update on proposal for BAC ByLaws
- Feedback from the District and Board on suggested BAC annual focus areas
- Dates of future meetings

**ACTION:**

Recommended Action: Adjourn meeting

**ADJOURNMENT:** Meeting was adjourned at 5:15 PM

Motion: By Shirley Cantu, seconded by Ron Jones

Motion Passed: 14-0

Respectfully submitted, Claire Linstrom (Record Keeper): 

Approved and ordered into proceedings of the District on 4/8/19

Dave Wilde (Chairperson): 