**UNADOPTED**

**GLENDALE COMMUNITY COLLEGE DISTRICT**

**BUDGET COMMITTEE MEETING**

**MINUTES**

**May 28, 2024**

**Zoom Meeting**

**12:20 – 1:30 pm**

Amir Nour & Michael Scott – Co-Chairs

**Present Voting:**

Amir Nour (Co-Chair) Michael Ritterbrown (Admin) Irina Shumakova (CSEA)

Michael Scott (Co-Chair; Guild) Angineh Baghoomian (Admin)

Alexandra Christy (Senate) Nona Maffit (CSEA)

**Absent**: Paul Schlossman, Admin; Brittany Grice, Admin; Nona Maffit, (CSEA); Angineh Baghoomian, (Admin).

**Present Resource:** Lauren Lampietti

**Absent Resource:** Stacy Jazan, Faculty Coordinator of Institutional Effectiveness

**Quorum (6): 7** out of 11 voting members present.

**Guests*:***  Agnes Eisaghalian; Agnes Eguaras; Andy Stires; Armenuhi Andzhu; Daphne Dionisio; Ed Karpp; Flora Armen; Frankie Strong; Hasmik Ghanbary; Jose Hernandez; Margaret Richer; Marie Atanesyan; Marie Elguira; Meg Chil Gevorkyan; Olga Tovar; Ramona Barrio-Sotillo; Rocio Maldonado; Ryan Cornner; Scarlett Yerissian; Shauna Hageman; Tamar Ayrapetyan; Toni Reyes

Tzoler Oukayan; Victor Benyamin.

The meeting was called to order by Co-Chair Amir Nour at 12:20 pm.

1. **Approval of Minutes of May 9, 2024 meeting** (Standard III.D.2-3)**:**

**MSC –** (Shumakova/Scott) to approve the minutes of May 9, 2024. Motion passed unanimously.

1. **Informational Items:**

* Co-Chair Nour provided information about the issue of the Capital Outlay budget line item that was raised at the last meeting. Was it supposed to be there? The update on this is that this budget line item was posted in error – the funds should never have been posted to that account. Angineh reported that this correction was posted today.
* Regarding the second item of concern: HEERF funds from the Department of Education. No update on this has been received.
* It is not clear at this point in time how much the deficit factor is going to be. However, this number will be disclosed in late June. The deficit factor will be considered in the tentative budget and will be adjusted accordingly should it not apply. Amir clarified that by putting it in the 23-24 budget, it reduces the reserve as this deficit has not been budgeted for. The amount of GCC’s deficit factor is approximately $3 to $4 million. Dr. Cornner added that the College has not had to pay out the deficit factor in a very long time. A succinct way of looking at this predicament is that GCC could possibly experience a loss of $3 to $4 million because the State is claiming to have a deficit on funds already provided and spent that go as far back as 2021 and is inquiring on the expenditure status in the hope of retrieving any balances therein.
* The LAO (Legislative Analyst’s Office) praised the Governor’s May Revise budget stating that the Governor had made a lot of adjustments and also taken in a lot of their considerations. To put things in perspective, while K through 14 will remain untouched for 2024-2025,
* Another way the Governor is seeking to close the budget deficit is to eliminate the 10,000 state employee vacancies that currently exist. For instance, the Chancellor’s Office has to eliminate 10-15 employee vacancies. This may pose challenges in the turnaround of inquiries submitted to the office. Dr. Cornner urged committee members who may receive updates on this through their union lobbying efforts to keep the administration apprised.
* Co-Chair Scott was pessimistic in his assessment: There are 3 to 4 years of budget deficits ahead, and there is no way the College will get through this unscathed. “We have to be cautious in everything we do before spending any money.” Co-Chair Nour reiterated the same message.

1. **Old Business**:
   * 1. 2023-2024 Budget Update (Standard III.D 1-3, 5-13) – update expected at the next Budget Committee meeting after receiving the May Revise to the Governor’s budget.
     2. **AR 6305** – District Reserves – tabled: still awaiting constituents’ meeting on this.

1. **New Business**
2. Budget Calendar

This is informational and the dates are tentative and subject to change. The Tentative Budget will be presented to the Board of Trustees at the June Board meeting. The date for the final budget is September 10, 2024.

1. **Other** 
   1. Income Statement

Co-Chair Nour reviewed the quarterly statement of income and expenditures with a forecast of expenditures through June 30, 2024. The adopted budget was at $116,949,272. These budget line items are subject to change. Some of the recommended changes for the interest was applied. The Capital Outlay fee should revert to $35,000, as it was at the adopted budget. The The second page of the Income Statement details the summary of the numbers within the state local revenues and student charges. These numbers do not include the deficit factor. Co-Chair Nour was hopeful that the 5% cash reserve can be saved plus the AR in Accounts Receivable. Details of this Income Statement can be retrieved at [glendale.edu/budget](https://www.glendale.edu/about-gcc/faculty-and-staff/administrative-services-department/budget/2023-2024-fiscal-year-budget)

* 1. Financial Reporting

This is a summary of all the accounts associated with the unrestricted general funds. Fund 01 is the only budget line item. It is self-explanatory, listing all the budget lines, expenditures, as well as available balances as of April 30, 2024.One should be able to access one’s respective budget line balances. Please contact Angineh Baghoomian or Co-Chair Nour if you require assistance in this. Details of the latest Financial Reporting can be retrieved at [glendale.edu/budget](https://www.glendale.edu/about-gcc/faculty-and-staff/administrative-services-department/budget/2023-2024-fiscal-year-budget)

* 1. Cash Flow Statement

The Cash Flow Statement keeps track of monies coming in and out, to ensure the College has adequate funds to pay its obligations through the fiscal year. Column C through L is July, 2023 through April of this year. These are Actual monies received and spent. Forecasts for the next 2 months are also included. However, these numbers will fluctuate. An additional statement for the month of May can be provided to the committee however, it will have to be in late July or early August after the close of the fiscal year. Details of this Cash Flow Statement can be retrieved at [glendale.edu/budget](https://www.glendale.edu/about-gcc/faculty-and-staff/administrative-services-department/budget/2023-2024-fiscal-year-budget)

1. **`Adjournment**

The meeting adjourned at 1:02 pm.

*Minutes recorded by Rosa Buford, Administrative Assistant IV Confidential, Administrative Services*