

**BOARD FINANCE AND AUDIT COMMITTEE
MEETING AGENDA
May 14, 2013
1:00 – 3:00 P.M.
CS 123/124**

It is the intention of Palo Verde Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, Palo Verde Community College District will attempt to accommodate you in every reasonable manner. Please contact Carrie Mullion at (760)921-5440, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

1. Call to Order		
2. Roll Call		
Ted Arneson – Board of Trustee Member		Richard Soto – CSEA President
Jerry Lewis – Board of Trustee Member		Derek Copple – CTA President
Denise Whittaker – Interim Superintendent/President		Russi Egan – CBO
Sheri Jones – Interim V.P. of Instructional and Student Services		Imelda Gonzalez – ASG Representative
Biju Raman – Academic Senate President		Carrie Mullion - Recorder

3. Opportunity for Public Comment
<i>At this time, members of the public have the opportunity to address the Committee on any item contained within this notice. Persons wishing to make comments are allowed five minutes per item. Please note that the Committee cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Committee that are not on the agenda may, at the Committee’s discretion, be referred to staff or placed on the next agenda for Committee consideration. The Committee requests that the public speak on matters which are on this agenda at the time that the item is considered by the Committee.</i>
4. Minutes – November 13, 2012
AGENDA
5. Approved COP Debt Mitigation Plan – Whittaker/Egan/Brahmbhatt/Schaefer and COP Debt Mitigation Option 4 adjustments if borrowed to offset shortfalls
6. Status of 2013-14 Budget
7. Accreditation Update: <ul style="list-style-type: none"> • April 1, 2013 Special Report • May 6 Accreditation Site Visit Debriefing
8. 2013-14 Budget Development Process <ul style="list-style-type: none"> • 5 Year Trend Data • FTES Apportionment Projections • FTES Apportionment Scenarios • Status of Program Review Annual Snapshot Report & College Council Prioritization of Unmet / Unfunded Needs

9. Board Reserve: Recommendation to identify up to \$50,000 annually towards increasing the Board Reserve to no less than 12%

10. Review of Edited Board Policies/Procedures applicable to Finance

Status of Items as presented at the October 16, 2012 and November 13, 2012 Meetings: Whittaker/Egan

- Debt Acquisition and Management draft policy
- Debt Acquisition Procedures draft
- Debt Management Procedures draft
- BP 2200 Board Duties and Responsibilities
- BP 2220 Committees of the Board
- BP 2510 Collegial Consultation
- AP 2510 Collegial Consultation
- BP 6200 Budget Preparation
- AP 6200 Budget Preparation
- BP 6250 Budget Management
- AP 6250 Budget Management
- BP 6300 Fiscal Management
- AP 6300 Fiscal Management
- AP 6300.1 Reserves and Other Funds
- AP 6300.2 Accounting
- AP 6300.3 Warrants
- AP 6300.4 Payroll
- BP 6320 Investments
- AP 6320 Investments
- BP 6330 Purchasing
- AP 6330 Purchasing
- AP 6330.1 Purchase Orders and Requests
- BP 6335 Use of District Credit Cards
- AP 6335 Use of District Credit Cards
- BP 6340 Contracts
- AP 6340 Bids and Contracts
- AP 6340.1 Contracts – Construction
- AP 6340.2 Contracts- Elec. Sys & Materials
- AP 6340.3 Contracts – Accessibility of IT
- AP 6340.4 Contracts – Personal Service
- AP 6340.5 Contracts – Vendors
- BP 6400 Audits
- AP 6400 Audits

10. Other Agenda Items for Future Meetings

11. Adjourn