

**MINUTES**  
**DASB BUDGET AND FINANCE COMMITTEE MEETING**  
**Monday, January 24<sup>th</sup>, 2005**  
**4:00 pm**  
**Santa Cruz Room**

**Call to Order**

Henna Khan called the meeting to order at 4:03 pm.

**Roll Call**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Late</b>	<b>Left Early</b>	
Stephanie Bellini	X				
Nadine Foster	X				
Amine Hambaba		X			Excused
Henna Khan	X				
Jane Qi		X			Excused

Ex-Officio: John Cognetta, Advisor  
 Lisa Kirk, Accountant

Guests: Bert Manriquez, Lydia Hearn, Howard Irvin, Jr., Helia Leung, Lilya Mitelman, Harris Qureshi, Gita Ram

**Approval of Minutes**

Monday, January 10<sup>th</sup>, 2005

Approval of Monday, January 10<sup>th</sup>, 2005 minutes were postponed until the next meeting.

**Public Comments**

There were no public comments.

**Consent Calendar**

1. ~~Add Harris Qureshi to the Budget and Finance Committee.~~
2. ~~Add Lilya Mitelman to Budget and Finance Committee.~~
3. Line item transfer. \$250.00 from account 41-51190 (DASB Marketing and Communications), object code 4013 (Promotional Items) to 4010 (Supplies).
4. Line item transfer. \$150.00 from account 41-51190 (DASB Marketing and Communications), object code 4013 (Promotional Items) to 4015 (Refreshments/Meetings Meals).
5. Line item transfer. \$137.26 from account 41-56425 (Honors Program), object code 1430 to 3200 (Benefits).
6. Line item transfer. \$565.00 from account 41-51310 (Accounts Office Staff), object code 2310 (Student Payroll) to object code 2170.
7. Line item transfer. \$2,100.00 from account 41-51310 (Accounts Office Staff), object code 2310 (Student Payroll) to object code 3100.
8. Line item transfer. \$23.13 from account 41-57155 (Women's Chorus), object code 3200 to object code 2310.
9. Line item transfer. \$15.12 from account 41-57155 (Women's Chorus), object code 5214 to object code 2310.

Nadine Foster moved to move agenda item 7 to Business.

Stephanie Bellini seconded the motion.

Nadine Foster moved to approve the Consent Calendar as amended.

Stephanie Bellini seconded the motion.

Motion to approve the Consent Calendar as amended passed by consensus.

**Business**

7. Line item transfer [Moved from Consent Calendar]  
 \$2,100.00 from account 41-51310 (Accounts Office Staff), object code 2310 (Student Payroll) to object code 3100 (Classified Benefits).  
 Lisa Kirk presented and answered questions regarding the line item transfer.  
 Nadine Foster moved to approve the line item transfer of \$2,100.00 \$2,100.00 from account 41-51310 (Accounts Office Staff), object code 2310 (Student Payroll) to object code 3100 (Classified Benefits).  
 Stephanie Bellini seconded the motion.  
 Motion to approve the line item transfer of \$2,100.00 \$2,100.00 from account 41-51310 (Accounts Office Staff), object code 2310 (Student Payroll) to object code 3100 (Classified Benefits) passed by consensus.

Lisa Kirk stated there is currently \$20,295 in Summer/Fall Special Allocations; \$34,397 in Winter/Spring Special Allocations.

10. New Funding

This item is to discuss and approve funding of \$29,350.00 for the Assessment Center.  
 Presenter: Bert Manriquez  
 Bert Manriquez presented and answered questions regarding the request for new funding.  
 Nadine Foster moved to approve \$10,750 from account 41-52002 (Summer/Fall Special Allocations) with the stipulation all printed material include the phrase “Funded by the DASB” for the Assessment Center with line item amounts as follows:

Casual Payroll – 2350	\$5,657.00
Benefits – 3200	\$571.00
Supplies – 4010	\$490.00
Printing – 4060	\$1,100.00
Equipment Maintenance & Repair - 5350	\$2,932.00
<b>Grand Total</b>	<b>\$10,750.00</b>

Stephanie Bellini seconded the motion.  
 Discussion occurred.  
 Nadine Foster moved to end discussion.  
 Stephanie Bellini seconded the motion.  
 By majority vote, motion to approve \$10,750 from account 41-52002 (Summer/Fall Special Allocations) with the stipulation printing include “Funded by the DASB” passed by consensus.

11. New Funding

This item is to discuss and approve funding of \$4,588.12 to pay the Honors Program Coordinator. The original amount requested did not include increase in benefit cost and negotiated salary increase.  
 Presenter: Lydia Hearn  
 Lydia Hearn presented and answered questions regarding the request for new funding.  
 Nadine Foster moved to postpone the agenda item until next week to find out the exact Benefits rate for Lydia Hearn.

12. New Funding

This item is to discuss and approve funding of \$2,700.00 for professional presenters (speakers) for administration of justice-patrol procedures course.  
 Presenter: Howard Irvin, Jr.  
 Howard Irvin, Jr. presented and answered questions regarding the request for new

funding.  
Nadine Foster moved to approve \$2,700.00 from account 41-52002 (Summer/Fall Special Allocations).  
Stephanie Bellini seconded the motion.  
Discussion occurred.  
By majority vote, motion to approve \$2,700.00 from account 41-52002 (Summer/Fall Special Allocations) passed by consensus.

**Burning Issues**

Lisa Kirk stated many events on campus funded by the DASB do not state “Funded by the DASB”, and presented examples of the Martin Luther King, Jr. forum and the World Languages Week.  
Lilya Mitelman stated funding for the March on March busses will range from about \$744-\$950. She also discussed CalSacc: all other colleges in the region funded Pirikina Johnson’s travel expenses.  
Nadine Foster requested any individuals wishing to present at the Finance meeting should fill out an agenda request item form.

**Announcements/Informational Reports**

Future Meeting Times/Dates:  
Wednesday, January 26<sup>th</sup>, following DASB Senate meeting to discuss 2005-2006 Budget  
Monday, January 31<sup>st</sup>, 4 pm

**Adjournment**

Henna Khan adjourned the meeting at 5:13 pm.

Submitted by:

Queena Deschene  
DASB Secretary  
Approved Monday, January 31, 2005