1. CALL TO ORDER
Ms. Higdon called the meeting to order at 2:05 p.m.

2. APPROVAL OF MINUTES – May 22, 2008
It was moved by Mr. Cameron to approve the minutes of May 22, 2008. Mr. Henry seconded the motion. The minutes were approved as presented. ML Bettino, Mark Fronke and Jenine Nolan abstained.

3. REVIEW OF 2008/09 TENTATIVE DRAFT BUDGET
Ms. Higdon reviewed with the committee the following sheets: 1) 2008/09 Proposed Tentative Budget, and 2) 2008/09 Draft Preliminary Budget Assumptions.

After a review of the above sheets, Ms. Higdon showed a PowerPoint presentation on the 2008/09 budget that highlighted both the unrestricted general fund and restricted fund. During the presentation a committee discussion ensued regarding the College’s enrollment and why it has not grown considerably. She explained that there were various reasons as to why enrollment has dropped, but she is optimistic that enrollment is slowly rising.

Ms. Higdon also shared with the committee that approximately two (2) acres of the strawberry field will be taken in order for the Facilities Building to be built. This is as a result of the Child Development Center (CDC) re-locating from its proposed location to
another proposed location (between Campus Police and the proposed site for the new Facilities Building.)

4. **CAPITAL OUTLAY STATUS UPDATE**
Ms. Higdon reported that the capital outlay funds are currently frozen until the College has more information from the State regarding the budget. She is recommending that if the funds are not expended by June 30, 2008, that they be moved to a restricted fund until such time as the State Budget is settled. She added that some emergency capital outlay requests have been funded.

Mr. Cameron inquired how quickly computers can be replaced once funds are released. Ms. Krichmar replied that the best time to do computer replacement is during summer, because there are the least disruptions. She added that Computer Services will do the best they can to ensure a smooth transition, whenever that might be.

A question was asked about the College offering staff a golden handshake. Ms. Higdon replied that there is a possibility of doing a study to see if it would be financially beneficial to the College.

5. **STATE BUDGET UPDATE**
Ms. Higdon reported that the State is predicting a long and drawn out budget situation. It is even being speculated that monthly apportionment monies are going to be significantly delayed, perhaps requiring the College to use reserves to make payroll. The State is also expecting to have cash flow problems in both the fall and spring. To assist the District with potential cash-flow issues, Ms. Higdon noted that two (2) Board agenda items will be taken to the June 18, 2008 Board meeting for approval. They are the following: a) Consideration of Approval to Authorize Temporary Interfund Cash Borrowing for the District for Fiscal Year 2008/09; and b) Consideration of Approval of Cash Borrowing for Temporary Transfers from the Los Angeles County Treasurer.

6. **BUDGET STATUS (Process for Budget Reductions as needed)**
This item was not discussed due to time restraints.

7. **ITEMS FROM THE FLOOR**
No items were presented.

8. **NEXT MEETING**
At this time, the Planning and Budget committee is not scheduled to meet until the fall semester. If State budget information comes forward, then a meeting will be scheduled.

9. **ADJOURNMENT**
The meeting was adjourned at 3:25