

DESERT COMMUNITY COLLEGE DISTRICT AUXILIARY SERVICES

MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: **Monday, June 26, 2017**

Place: President's Board Room, Administration Building
College of the Desert
43-500 Monterey Avenue
Palm Desert, CA 92260

Minutes:

1. Call to Order

The meeting was called to order at 2:03 pm by Lisa Howell

Present:

Dr. Joel Kinnamon
Lisa Howell
Dr. Mary Anne Gularte
John Ramont

2. Approval of Agenda for June 26, 2017

Dr. Kinnamon made a motion to approve the agenda as submitted, seconded by John Ramont.

No Discussion.

Motion passed, all in favor. No opposed. No Abstentions.

3. Approval of Minutes from December 6, 2016 Meeting

Dr. Gularte made a motion to approve the minutes as presented, seconded by Dr. Kinnamon

No Discussion.

Motion passed, all in favor. No opposed. No Abstentions.

4. Approval of Minutes from February 14, 2017 Meeting

Dr. Gularte made a motion to approve the minutes as presented, seconded by Dr. Kinnamon

No Discussion.

Motion passed, all in favor. No opposed. No Abstentions.

5. Approval of Payments for period ending March 31, 2017

Dr. Kinnamon made a motion to approve the payments as submitted, seconded by Dr. Gularte.

No Discussion.

Motion passed, all in favor. No opposed. No Abstentions.

6. Financial Reports for period ending March 31, 2017

Dr. Kinnamon made a motion to accept the financial reports as submitted, seconded by Dr. Gularte.

Discussion: Lisa Howell asked about the large accumulated depreciation balance. VTD Audit Partner Heidi White was present during the discussion, and suggested that fully depreciated items be brought for Board approval to surplus and remove from the financials.

Motion passed, all in favor. No opposed. No Abstentions.

7. Receive 2015-2016 Audit Report

Dr. Kinnamon made a motion to receive the 2015-16 Audit Report as submitted, seconded by John Ramont.

The Auxiliary 2015-16 financial statements and audit were presented by Heidi White, Partner, Vavrinek, Trine, Day & Co., LLP; Certified Public Accountants. Ms. White noted that the firm gave an “unmodified” opinion on the financial statements. No findings or material misstatements were identified in the audit. An audit adjustment was made to reflect a prior year correction.

Ms. White noted that the Auxiliary was in strong financial position.

Motion passed, all in favor. No opposed. No Abstentions.

8. Approve the 2017-18 Auxiliary Services Budget

Dr. Gularte made a motion to approve the 2017-2018 Budget as submitted, seconded by Lisa Howell.

Discussion: Ms. Howell remarked that line item of \$100,000 for marketing expense was no longer needed, and should be removed. Ms. Howell noted that the

commitment of \$150,000 for the 2017-18 fiscal year was approved at the February 14, 2017 meeting, and needed to be included in the budget.

The item was amended to approve the 2017-2018 Budget with the changes of decreasing the budget by \$100,000, removing the “Marketing Support” item, and increasing the budget by \$150,000 for “pledGE” program support.

Motion passed as amended, all in favor. No opposed. No Abstentions.

9. Adjourn

The meeting was adjourned at 3:21 pm.