



Desert Community College District Auxiliary Services

Board of Directors Meeting

Minutes for Wednesday, December 11, 2019

10:00 a.m. to 11:00 a.m.

President's Board Room, Administration Building

Meeting Participants

Committee Members Present

John Ramont (Chairperson), Joel Kinnamon (Vice Chairperson), Virginia Ortega (Secretary/Treasurer), Sai Vang (Member), Pam Hunter – arrived at 10:12am (Member)

Guest: Tony Carrillo Jr., Director of Fiscal Services

Recorder

Virginia Ortega

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 10:07 a.m. by John Ramont.

2. Action Items

2.1 Approval of Agenda for December 11, 2019

- Joel Kinnamon made a motion to approve the agenda as presented, seconded by John Ramont.

Discussion: John Ramont received the final 2018/2019 Audit Report from the auditors after the agenda was posted. John is recommending adding this item to the agenda at this time, Action Item #2.7.

2.1 Conclusion

- Motion passed with adding action item #2.7: 4 Ayes, 0 Noes, 0 Abstain

2.1 Follow-up Items

2.1 Task of

2.1 Due by

Post agenda on the website.	Virginia Ortega	ASAP
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2.2 Approval of September 12, 2019 Minutes

- John Ramont made a motion to approve the minutes as presented, seconded by Sai Vang.

No discussion.

2.2 Conclusion

- Motion passed: 4 ayes, 0 Noes, 0 Abstain

2.2 Follow-up Items	2.2 Task of	2.2 Due by
Post minutes on the website.	Virginia Ortega	ASAP

2.3 Approval of Payments for period ending September 30, 2019

- Joel Kinnamon made a motion to approve the payments as presented, seconded by Sai Vang.

Discussion: Payments were presented and reviewed.

2.3 Conclusion

- Motion passed: 5 Ayes, 0 Noes, 0 Abstain

2.3 Follow-up Items	2.3 Task of	2.3 Due by
None.		

2.4 Approval of Budget Revisions

- Joel Kinnamon made a motion to approve the budget revisions as presented, seconded by Sai Vang.

Discussion: The budget revisions were presented and reviewed.

2.4 Conclusion

- Motion passed: 5 Ayes, 0 Noes, 0 Abstain

2.4 Follow-up Items	2.4 Task of	2.4 Due by
None.		

2.5 Approve to Establish Budget for PTK (Phi Theta Kappa) for \$30,000.00

- Pam Hunter made a motion to approve establishing a budget for PTK for \$30,000.00, seconded by Joel Kinnamon.

Discussion: The request for funding came from Student Services. It was decided to fund the lifetime fee of \$75 per student, conference expenses, etc., for future Honors program to be developed.

2.5 Conclusion

- Motion passed: 5 Ayes, 0 Noes, 0 Abstain

2.5 Follow-up Items	2.5 Task of	2.5 Due by
None.		

2.6 Approve to Transfer Obsolete Fund Balances as recommended

- Pam Hunter made a motion to approve transferring obsolete fund balances as recommended, seconded by Sai Vang.

Discussion: Obsolete fund balances were presented and reviewed. Items in white will be transferred to the Auxiliary general fund. If documentation is found later, it can be re-established as a designated program.

2.6 Conclusion

- Motion passed: 5 Ayes, 0 Noes, 0 Abstain

2.6 Follow-up Items	2.6 Task of	2.6 Due by
None.		

2.7 Receive 2018/2019 Audit Report

- Joel Kinnamon made a motion to receive the 2018/2019 Audit Report as presented, seconded by Sai Vang.

Discussion: John Ramont presented the 2018/2019 Audit Report.

2.7 Conclusion

- Motion passed: 5 Ayes, 0 Noes, 0 Abstain

2.7 Follow-up Items	2.7 Task of	2.7 Due by
None.		

3. Information/Discussion Items

3.1 Received Financial Reports for period ending September 30, 2019

- Sai Vang presented the financial reports.

3.1 Conclusion

- Received and reviewed the financial reports for period ending September 30, 2019.

3.1 Follow-up Items	3.1 Task of	3.1 Due by
None.		

4. Adjournment

The meeting was adjourned at 10:34 a.m.

Next Meeting

Wednesday, March 11, 2020

10:00 a.m. to 11:00 a.m.

President's Board Room