

DESERT COMMUNITY COLLEGE DISTRICT AUXILIARY SERVICES

MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: **Friday, December 4, 2015**

Place: President's Conference 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 10:22 a.m.

Present:

Dr. Joel Kinnamon
Lisa Howell
Diane Wirth

Absent:

John Ramont

2. Approval of Agenda for December 4, 2015

Dr. Kinnamon made a motion to approve the agenda as submitted, seconded by Diane Wirth.

No Discussion.

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

3. Approval of Minutes from September 10, 2015 Meeting

Dr. Kinnamon made a motion to approve the minutes as submitted, seconded by Diane Wirth.

No Discussion.

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

4. Approval of Payments for period ending September 30, 2015

Dr. Kinnamon made a motion to approve the Auxiliary Payments as submitted, seconded by Diane Wirth.

Discussion: The Board would like further information on why payroll advances were paid out of the Auxiliary Fund and were they repaid.

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

5. Financial Reports for period ending September 30, 2015

Dr. Kinnamon made a motion to approve the Financial Reports as submitted, seconded by Diane Wirth.

Discussion: The Board expressed their concern about the golf center operations and have requested further information. Revenues are down approximately 58% from last year during the period. What do we attribute to this drop in revenue? Expenditures are up approximately 76% from last year during the same period. It appears salaries and benefits make up some of the increase and we understand prior year salaries did not include September but even after taking that into account there is still an increase of expenditures of over 50%.

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

6. Budget Revision

Dr. Kinnamon made a motion to approve the budget revision, seconded by Diane Wirth.

Discussion: The new format is easy to read, understand and the supporting detail is appreciated.

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

7. Approval to Purchase Employee Recognition of Service Awards

Dr. Kinnamon made a motion to approve the purchase of employee recognition of service awards, seconded by Diane Wirth.

No Discussion.

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

8. Adjourn

The meeting was adjourned at 10:53 a.m.