



Financial and Budget Planning Advisory Council (FABPAC)
Wednesday, November 2, 2011
2:00 p.m., Board Room
Adopted Meeting Minutes

FABPAC Members

Present

Peter Bostic	Executive Director, Institutional Advancement
Richard Crapuchettes	Local 39
Sabrina Drake	CSEA
Susan Foft	Director, Fiscal Services
Chris Guptill	Classified Manager
Mary Ann Haley	Academic Senate
Les Hubbard	SCFA
Betsy Julian	Dean, School of Sciences
Jeff Lehfeldt	Local 39
Deborah Mann	Classified Manager
Louis McDermott	Academic Senate
Jocelyn Mouton	Ethnic Minority Coalition
Lexi Parmer	ASSC
Sheryl Scott	CSEA
Cynthia Simon	CSEA
Charlene Snow	SCFA President
Thomas Watkins	Academic Senate

Invited Guests Present

Rich Augustus	Local 39
Shakari Byerly	Vice President, FM3 Research
Jim Ennis	Director of Technology Services & Support
Dave Froehlich	Director, Facilities
Laura Scott	Purchasing Manager

Resources Present

Sandra Dillon	Interim Director, Human Resources
Lynette Gray	Interim Grants and Resource Development Manager

Present

Jowel C. Laguerre	Superintendent-President
Yulian I. Ligioso	Vice President, Finance and Administration

When quorum was met at 2:08 p.m., the meeting was called to order by VP Ligioso.

VP Ligioso introduced Shakari Byerly, Vice President of FM3 Research, and the FABPAC members introduced themselves to Ms. Byerly.

I. Approve agenda of November 2, 2011:

Motion (Chris Guptill), second (Lexi Parmer) to approve the agenda. The motion passed unanimously

II. Approve October 5 and October 19 Meeting Minutes:

Motion (Chris Guptill), second (Lexi Parmer) to approve both sets of minutes. The motion passed unanimously.

III. Review Bond Measure Survey Draft: Shakari Byerly, Vice President, FM3 Research

Ms. Byerly requested, and the group engaged in, an iterative process for review of Draft 5 of the Solano Community College District Bond Measure Survey. As the 22 draft questions were discussed and vetted, Ms. Byerly explained that the registered voters' answers will help determine whether District constituents are in favor of or opposed to a 2012 bond, the bond amount which is feasible, and the projects that are priorities for the constituency.

Ms Byerly stated that the sample questions purposely touch on both positive and negative polling in order to learn the perceptions in the County. From these answers, FM3 Research will be able to cross tabulate its data by key demographic subgroups of the electorate to understand the impact of both positive and negative information on attitudes toward the measure and which segments of the community offer the highest levels of support or opposition.

The survey is currently planned to be approximately twenty minutes in length, will test several hundred registered voters in the District, will take place November 9 – 22, and is essential to establish a baseline of where support lies and whether or not the District will decide to proceed with putting a measure on the November 2012 ballot. If the decision is made to place a bond measure on the ballot, the bond language will consist of 75 key words crafted from the survey fielding responses.

As the draft bond measure survey is confidential, Ms. Byerly collected the documents at the end of her review, and VP Ligioso requested that Janet Leary's email of 12:16 p.m. on November 2, 2011 (which had attached the draft survey questions) be deleted from the FABPAC's email.

IV. Review Updated Project Lists for the 2012 Bond

David Froehlich's latest versions (dated 11.01.11) of the Draft 2012 Bond Project and the 2012 Bond Project Additions Lists were reviewed. Dave stated that his projections make no assumptions about staffing. He added that a new swimming pool will not be built; the one we have will be retrofitted. Dave clarified for Chris Guptill that there are no Measure G funds for the 1200 Building remodel project. If funds become available, they will come from the State for the FPP or from the District's 2012 Bond. Mr. Froehlich's two lists have been compiled from input from meetings, and together the lists total \$291,000.

VP Ligioso stated that the Educational Master Plan is the framework for these lists. He asked the group to email him with comments and projects that have been missed as they review the draft lists.

Both Updated Project Lists for the 2012 Bond are available here:

<http://www.solano.edu/president/committees/fabpac/1112/2012%20Bond%20Project%20List.pdf>

V. CCFS-311 Annual Fiscal Year 2010-11

VP Ligioso reported that the annual fiscal report was filed and certified on October 25 and that we finished the year as we roughly estimated: just under \$2.5M positive. With this positive, we added to our reserves and came in at 52.8 % on the 50% law. Reductions in the classrooms, reorganizations and not filling classified positions, and the savings achieved in operating equipment and supplies all helped contribute to the good side of the 50% law. Improved reserves bought time to address the larger issues and to evaluate what we need for 2013 and beyond. VP Ligioso reminded the group that the 2010-11 fiscal year report reflects a new format (the format changed in 2009-10), and he encouraged the group to feel free to contact him with questions as they review the lengthy document. The CCFS-311 Annual Fiscal Year 2010-11 report is available here:

<http://www.solano.edu/administration/fiscal.html>.

VI. Adjournment

Motion (Thom Watkins), second (Betsy Julian) to adjourn the meeting.
The motion passed unanimously, and the meeting adjourned at 3:10 p.m.