Present: Eric Alexander, Christopher Bianco, Brette Boesel, Steve Card, Keith Harmon, Adam Leonard, Caitlin Sommers, Kaylie Gladwell, Rebecca McLean, Jaden Moon, José Rios-Sanchez, Sara Wilson (recorder)
Absent: Ichi Kwon, Alex LaVallee, Steve VanderStaay, Raquel Vigil
Guests: Megan McGinnis
Members Not Yet Appointed: Faculty representative (voting member)

Jaden called the meeting to order at 8:05 am.

Approval of Minutes
Committee members reviewed the minutes of the 4/10/18 meeting. No corrections were made. Jaden motioned to adopt the minutes as reviewed. Keith seconded the motion. The motion passed unanimously.

Budget Updates
Associated Students: Jose distributed an updated budget and noted that AS is close to finalizing their whole budget. There are only a few of their program areas remaining to complete their internal budget process. Jose expects some minor increases as they complete this process but noted they will figure out how to manage those increases internally.

DRAC: Updated figures were distributed and reviewed. These updates correct for calculations that were leading to inconsistent reporting across various documents.

Mandatory Fees Overview
Jaden passed around a copy of the draft document outlining proposed increases to all mandatory fees. While that process is not yet complete if proposed fees as drafted were to pass students would be experiencing a 3/8% increase overall.

S&A Fee Budget
Eric asked what we are looking at in total requests for the S&A fee. Steve Card noted that new requests total $303,200 (after removing priority 3 from the Athletics budget as first presented). In reviewing fall/winter actuals from last year ($4.112 million) to this year ($4.255 million) and assuming spring were to stay the same (spring actuals are not yet available) we would be looking at approximately $14,000 short of budgeted figures.

Steve noted that our budgeted figures for this year based on information provided by Sara in March totaled $6,176,556. Based on forecasting we could assume $6,196,009 for FY19. If the committee were to apply percentages outlined for FY18 up to $6,018,823 we are looking at a shortfall of about $55,000-58,000.

Question was raised whether to look to take the full increase (4%) allowed to us. The committee was reminded that in January 2020, constituent areas will face additional shortfalls as minimum wage will go up another $1.50/hour.
Jaden indicated that he and Sara will work prior to the next meeting to come up with possible scenarios. Adam noted that Campus Recreation percentages will need to stay flat in order to sustain the same level of funding provided this year given they are not asking for any additional increases in FY19.

Eric recommended that each constituent area forecast a 3,5,7 year range based on 4% per year to identify where budgets will be over the long term rather than just focusing on the year to year analysis we have done prior to having this new legislative cap.

Steve noted that based on the requested increases of $303,200 (note that Campus Recreation is not requesting an increase), the distribution percentages would be the following: AS: 60.32%, Athletics 28.63% and DRAC 11.05%.

**S&A Fee Increase**

Sara noted that at this point it will be difficult to determine how to address the budget and make final decisions until a fee increase percentage is decided. Keith reiterated his comments from the last meeting in which he noted his comfort in raising the fee by 4% ($7.10/quarter). The committee noted no further discussion was needed. Jaden motioned to increase the fee by 4% for FY19. Keith seconded the motion. The motion passed unanimously.

It is expected that the committee should have spring actual figures soon and can then work from a base allocation that is based on known versus projected information.

**Meeting Adjournment**

Jaden adjourned the meeting at 8:47am.