
AUDIT AND BUDGET COMMITTEE MEETING MINUTES

**Coast Community College District
Special Meeting of the Audit and Budget Committee**

Date: November 30, 2011

**Board of Trustees' Conference Room
1370 Adams Avenue, Costa Mesa, CA 92626**

1. **Call to Order** – Trustee Jim Moreno called the meeting to order at 3:30 p.m.

2. **Roll Call**

Trustees Present: Jim Moreno and Mary Hornbuckle
Trustees Absent: None

In Attendance - Chancellor Dr. Andrew Jones; Vice Chancellor of Finance and Administrative Services W. Andrew Dunn; Orange Coast College President Dr. Dennis Harkins; Administrative Director of Fiscal Affairs Kim McCord; Golden West Vice President of Administrative Services Janet Houlihan; Coastline Community College Interim Vice President Administrative Services Christine Nguyen; Coastline Community College Interim Fiscal Services Director Richard Kudlik; Peggy McBride and Cristy Canieda of Vasquez & Co., and Secretary of the Board of Trustees Dr. Christian Teeter

3. **Opportunity for Public Comment**

There were no requests to address the Committee during Public Comment.

4. **Approval of Minutes**

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve the minutes of the Special Meeting of October 12, 2011.

Motion carried with the following vote:

Aye: Mr. Moreno, Ms. Hornbuckle
No: None
Absent: None

5. **Financial Aid Review of Fiscal Year 2010-2011 External Audit Report**

Ms. McBride reviewed the Audit Report highlights. She stated that the District had a “clean audit” for Fiscal Year 2010-2011. Ms. Canieda provided specific details of the overall audit details. The auditors provided positive feedback to staff about staff availability. They noted findings in Financial Aid matters at CCC and OCC. Mr. Moreno asked for the renewal of the Agreement for Vasquez & Company to be placed

on the January 18, 2012 Board Agenda. Mr. Moreno also reported with concurrence of Trustee Hornbuckle to send forward the Vazquez & Company audit report to the full Board of Trustees.

6. Update of District FTES Compliance from State Chancellor's Office

- a) Review of Scenarios for Budget Reduction**
- b) Status of Fiscal Year 2011-2012 Budget**

Ms. McCord provided the committee with the status of the Fiscal Year 2011-2012 budget and discussed potential triggers for budget reductions.

7. Set Future Meeting Dates

The next meeting of the Audit and Budget Committee will be January 25, 2012 at 3:30 p.m.

8. Adjourn

There being no further business, it was moved by Ms. Hornbuckle and seconded by Mr. Moreno that the meeting be adjourned.

Motion carried with the following vote:

Aye:	Mr. Moreno, Ms. Hornbuckle
No:	None
Absent:	None

Chair Moreno adjourned the meeting 4:30 p.m.

Secretary of the Board of Trustees