

Recommendation for CCCCD Board to give direction to Board Finance Committee to develop financial proposals

As can be read in the “Rules and Regulations of the Governing Board” below, the Board has the authority to assign responsibilities and duties to the Board Finance Committee. Rather than try to work out all aspects of complicated financial topics during a regular, or a special, meeting, the Board can assign topics with specific direction to have the Board Finance Committee provide proposals to the Board to consider at future regular or special meetings.

This recommendation can be discussed for as long as the Board desires at the March 22, 2017 regular meeting under “XV. Governing Board suggestions for future Agenda topics.” This recommendation will be emailed six days in advance (March 16) as a one-way communication to Trustees (and other people likely to be interested in some or all of the topics) by the Board Finance Committee Chair to allow consideration of the topics prior to the March 22 Board meeting.

If Trustees study the topics (but do not discuss any matter with more than one other Trustee to comply with the Brown Act) and have specific changes provided in writing to each Trustee prior to discussing Item XV, those changes can be considered by the Board for inclusion in the table below during the Board’s discussion. Proposing verbal changes is strongly discouraged to save time and prevent confusion during Item XV.

It is crucial that Trustees understand that the Board Finance Committee **ONLY has direction to listen to District staff, individuals, and organizations make presentations and then create multiple proposals to be considered for future action by the Board.** The Board Finance Committee cannot make any decisions on these topics except to create multiple proposals for Trustees to consider before and at a Board meeting. That is typically the reason why committees are created and is what the Board Finance Committee does with accounting policies and controls, financial reporting practices, business ethics policies, and oversight of internal and external audits.

If the Board accepts this recommendation, possible dates for Board Finance Committee meetings to develop these proposals will be proposed at the March 22 meeting. The Brown Act allows Trustees to attend these committee meetings ONLY to listen and not participate. Minutes will be taken and made available to Trustees as per the Rules and Regulations.

Greg Enholm, Board Finance Committee Chair

Prior- ity	Topics needing proposals for Board to consider	Specific instructions to guide development of proposals for Board to consider
1	Projected District Budgets under best, worst, and likely circumstances	Each of the topics below will either affect or be affected by the possible District Budget projections. Information on how to create and maintain those 3 Projected District Budgets can be provided to the Board based on discussions and recommendations at Board Finance Committee meeting(s) on these topics.
2	Parcel tax measure	United Faculty leaders have requested a parcel tax measure for November or June 2017. The June or November 2018 ballots can also be considered with input from those leaders and others including campaign consultants to provide the Board with multiple specific parcel tax measure proposals possibly in conjunction with another bond measure based on discussions and recommendations made at Board Finance Committee meetings on these topics.
3	Review of Project Stabilization Agreement as stated in agreement	Section 2.4.10 of the 2012 Project Stabilization Agreement states “This Agreement ... will be reviewed and considered for extension or renewal ...” after “a period of five (5) years” meaning during 2017. Proposals for specific changes can be provided to the Board based on discussions and recommendations made at Board Finance Committee meetings on these topics.
4	Bond measure	As part of the decision-making on the \$450-million June 2014 bond measure approved by voters, projects totaling \$770 million were identified. Specific proposals for a bond measure (possibly coordinated with a parcel tax measure) can be provided to the Board based on discussions and recommendations made at Board Finance Committee meetings on these topics.
5	Affordable faculty/staff housing	United Faculty and Local 1 leaders have expressed concern that lack of affordable housing is preventing hiring desired new faculty and staff to fill vacancies. Other community college districts have taken or are considering options such as building affordable housing on parking lots. Specific proposals to create affordable housing for District staff can be provided to the Board based on discussions and recommendations made at Board Finance Committee meetings on these topics.

**RULES AND REGULATIONS
OF THE GOVERNING BOARD
CONTRA COSTA COMMUNITY COLLEGE DISTRICT**

ORGANIZATION 8. Board Finance Committee: The Board Finance Committee assists the Governing Board in fulfilling its responsibilities as they relate to the District’s accounting policies and controls, financial reporting practices, business ethics policies, and oversight of internal and external audits. All meeting minutes of the Board Finance Committee are placed on the Governing Board agenda as an informational item for discussion. The responsibilities and duties assigned to the Board Finance Committee are at the discretion of the Governing Board. Replacement Board members for the Board Finance Committee shall be appointed annually at the January regular Board meeting. The term of service shall be two years, effective on the date of appointment, and staggered so that only one of the two Board Finance Committee members is replaced each year, providing for continuity. (UNDERLINE ADDED) http://www.4cd.edu/gb/policies_procedures/board/RulesAndRegulations.pdf