Budget Accounting & Reporting Council

WebEx

Thursday, May 19, 2022

**8:30-8:45am Welcome & BAR Business**

*Marla Miller –Executive Director, Budget & Fiscal Services, Centralia College & Lisa Rice – Fiscal Analyst, Centralia College*

**8:45-9:00am PCI Compliance and Key Bank**

*Mandy Kaplan, Bankcard Services Coordinator, OST*

**9:00-11:00am Requisition/PO Reconciliation-Rollover-Closing**

*Thomas Oliver, Assistant to the Deputy Executive Director of Business Operations, SBCTC*

**11:00am-12:00pm US Bank Focus Cards for Payroll**

*Lesa Williams, ACH and Deposits Manager, TRE*

*Kelli Keller, Prepaid Relationship Manager, US Bank*

**12:00pm-1:00pm Break for Lunch**

**1:00-2:00pm Expense Reconciliation**

*Jennifer Smith, PeopleSoft Functional Analyst – Finance, SBCTC*

**2:00-3:00pm Bank Reconciliation**

*Angela Garza, Assistant Director of Business Services, Big Bend Community College*

*Kyoko Connolly, Accountant Principal, Seattle Colleges District Office*

**3:00-4:00pm Grants Reconciliation**

*Michelle Rockwell, Policy Associate – Finance, SBCTC*

*Denise Costello, Policy Associate – Fiscal Management, SBCTC*

*Teri Sexton - Interim Director of Accounting and Business Services, SBCTC*

**4-4:30pm VPA Reconciliation**

*Teri Sexton – Interim Director of Accounting and Business Services, SBCTC*

**4:30pm Adjourn until Friday at 8:30am**

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Friday, May 20, 2022

**8:30-9:00am Welcome & BAR Business**

*Carol P Award*

*Nominations and Voting of New Officers*

*Treasurer’s Report – Angela Hamilton, Interim Director of Business Services, Olympic College*

*BAC Report – Sabra Sand, Interim VP, Finance & Administration, Clark College*

**9:00-9:30am Disclosures / Financial Statements**

*Lori Carambot – System Accounting and Reporting Manager, SBCTC*

**9:30-10:00am AFRS/In-process cleanup**

*Sue Willis, System ctcLink Accounting Coordinator, SBCTC*

**10-10:30am Year-end check list (preliminary) & Year-end closing dates**

*Sue Willis, System ctcLink Accounting Coordinator, SBCTC*

**10:30-11am SBCTC Updates**

*Teri Sexton – Interim Director of Accounting and Business Services, SBCTC*

**11:00am Wrap-up & Future BAR/BAR Sub-team Meeting Topics Discussion**