**Budget Accounting & Reporting Council**

**Virtual**

**Friday, November 4, 2022**

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| **Join from the meeting link** |
| <https://sbctc.webex.com/sbctc/j.php?MTID=mb7cface31a4d69930c2c65e9e3463e9d> |

**8:30am-9:00am Networking/Welcome etc.**

*Kristina Schreiber – District Director of Budget & Finance*

**9:00am-10:00am BAR Business**

*BAC Report- Charlene Rios, Big Bend Community College*

*Treasurer’s Report- Angela Hamilton, Olympic College*

*Approval of Previous Meeting Minutes- Debra Maxwell, Wenatchee Valley College*

*Training Committee Update- Vacant- previously Rebecca Chen, Seattle Central College*

*Discussion & Any necessary Votes – Kristina Schreiber, Pierce College District*

**10:00am-11:00pm General Session:**

*Inclusive Access is coming up* *more and more at colleges, it was suggested that there be a discussion around how colleges can make it happen and* *possible pitfalls.*

**11:15pm-12:00pm SBCTC Updates**

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

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

**1:00pm-1:30pm Sue Willis**

*AFRS Reporting/Year-End issues/Month-End issues/**Possible re-opening*

**1:30pm-2:30pm Christyanna Dawson**

Enhancement Requests & PBCS

**2:30-3:30 Wrap Up**

*Hot Topics*

*Future Topics*

*Virtual/In person*

*Minutes - 9:00 a.m. - 10:00 a.m.*

*BAC now meeting monthly instead of quarterly.*

*Discussed changes in meeting schedule over the past few years due to pandemic and ctcLink implementation**. Now pared down to 1 day per quarter from 2**. Discussed whether to continue remote, hybrid, start doing some in person.*

*Treasurer Report - $9,475.25 in account; we* *haven’t assessed dues in several years since we have a good balance in our* *account and costs have been reduced for hosting remote meetings.*

*Sometimes we pay presenters, but we* *haven’t needed to pay recently**.* *We pay for recording costs to post meeting recordings to Canvas, but the cost is minimal.*

*Secretary Report – Updating member list, Written minutes vs. Recording, voting recapped by recording.*

*Training Report – Need to revisit what we want Committee to look like now that are all on ctcLink, position is currently vacant**. Discussed giving list of topics recorded at other sub-team meetings for the quarter, time for sharing tips & tricks,* *possibly scheduling an hour during BAR meetings for smaller 15-minute presentations*

*BAC – High-cost funding*

*Capital – $1.7 billing in requests, 41 projects, 18 new, minor works budget request 10% increase*

*Still have discussions going on about COVID reporting/funding; WPEA new contract includes $1,000.00 vaccination incentive, WSFE pulled from their contract*

*OFM and unions periodically review job classification – 90 positions have been or will be reviewed recently; Fiscal positions have not been reviewed since 2003, looking at how to get our HR departments to put this as a higher priority (they are the ones to request).*

*State Board – Looking at training working groups (priorities):*

* *Grants and Contracts*
* *Bank Reconciliation*
* *Accounting Manual*
* *New VP Manual – Choi working on*
* *Controller 101*

*No votes for this meeting*