

Childcare and Family Resources

SPAB

Date: 1/6/15

In Attendance:

Amy Luhn, Kristi King, Terese Jones, Brock McLeod, Stephanie Smith, Alicia Miao, Jehan Jabereen, Patrick Maheady (SIFC liaison), Chris Partipillo (prospective board member)

Not Present:

Michelle Marie, Lani Sherman

Minute Taker: Erika Woosley

NEXT MEETING: January 9th

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW UP
Update re: FY16 Funding Board process for this year only	<p>We will be pulling people from each board to create an interim board</p> <ul style="list-style-type: none"> - Chair from each board - Student member from each board <ul style="list-style-type: none"> -Terese mentioned that it would be nice to have the student from our board be someone who will be here for the next budget cycle (FY17) - Non-Voting member from each board <ul style="list-style-type: none"> -Terese would like this person to be someone who is already familiar with budgets and accounting. - Director from each program <p>A CFR/HSRC advisory board workgroup will be creating the Funding Board bi-laws this spring for each advisory board (CFR & HSRC) to approve</p>	
Fund Name	Group will come up with 2 suggestions and that will be voted on at the funding board meeting, tentatively scheduled for 1/20/15.	
Review calendar and due dates for budget season	Our next 2 SPAB meetings will be open to public. They will be posted on our website as well as put into Barometer calendar.	
Update regarding increased base budget	<p>SIFC is looking for 0% increase in base budgets. However, they know that this is not possible for us because of the following things:</p> <ul style="list-style-type: none"> - Operational supplies (this decision package was not approved for FY14, but we cannot continue to pay for this out of working capital) - Child Care Center (Beaver Beginnings) short term parking slots <ul style="list-style-type: none"> - We will need to pay for the 8 short term parking spots that are already at Beaver Beginnings if we would like to keep them for drop-off/pick-up. 	-Amy does not have all of the information needed (dollar amounts) for the budget. She will forward these amounts to the

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	<ul style="list-style-type: none"> -Amy has suggested to Parking Services the following: <ul style="list-style-type: none"> - We pay for 4 of the 8 spaces to reserve them as they are now - The remaining 4 spaces become metered spaces that can only be used as such between the hours of 10am-4pm. Parking Services feels that every spot is a money generating spot, these spaces will still allow them to make money, but will also allow parents to use them when needed. -It is still unknown whether or not we are going to need to do a similar thing for the SCC parking lot -Terese brought up that it would be nice for the University to step up and pay for the parking spaces since it is/will not only be students using these spaces. - Child Care Center building maintenance and equipment maintenance line items were not funded in FY15, an oversight during the funding cycle Since most of the work over there is significant deferred maintenance project work not a lot of funds will need to be designated for maintenance - In FY14 we had asked for Contingency Fund money so that we could get started on the high priority projects that came out of the assessment done at Beaver Beginnings. One of those projects was the roof, which is now way over what was budgeted for. The board has 2 options. <ol style="list-style-type: none"> 1. We go forward funding the \$220K project out of Contingency Funds and our building reserve, thereby depleting both which means that every time we need to start another project, we will have to go to SIFC for with Contingency Fund Request 2. We go to SIFC and present a Contingency Fund Request to fund the entire roof project. This will allow us to keep our current Contingency Fund dollars as well as building reserve to put toward future FY15 and FY16 projects.(Board agreed this was what needed to happen) 	<p>board as she gets them.</p>
Working Capital spend down plan	<p>Next time we meet Terese will have an estimate of how much money will be left in working capital at the end of FY15.</p> <ul style="list-style-type: none"> - If salary increases happen, we will need to pay for those out of working capital. 	<p>Terese will bring working capital spend down plan to next meeting to review.</p>
Funding board name brainstorm	<ul style="list-style-type: none"> - Access - Student Advocate (Terese second) - Welfare - Wellbeing- student & family - Community - Resources 	

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	<ul style="list-style-type: none"> - Human Services Resources - Student Access Resources - Student Community Resources - Patrick reminded group that it could be an acronym we go by - Group wanted to keep the word family involved in the title - Student And Family Resources (SAFR-pronounced safer) <ul style="list-style-type: none"> -Making vulnerable populations SAFR -Everyone wants to be SAFR- should be easy to get behind - Board agreed to move forward with only one option- SAFR (Student And Family Resources) 	
<p>Review of potential Decision Packages for CFR and the Fund</p>	<ul style="list-style-type: none"> - Child Care Subsidy- ask would be for \$17,000 to maintain our 5 year ask plan <ul style="list-style-type: none"> -Board agreed to move forward with this decision package - Wages- no real numbers known yet, Amy is waiting to hear back from HR <ul style="list-style-type: none"> -Would include new salary of Kristi's position- Student Family Coordinator -Increase in Amy's salary -Not known if it would include the new OS2 wages, but Amy has been told it probably wouldn't. -Board agreed to move forward with this decision package - The Fund would put forward an Equipment Reserve for all 3 buildings <ul style="list-style-type: none"> -Right now money would mostly go towards Beaver Beginnings, because the other buildings are not going to need much. -Board agreed to move forward with this decision package - Other ideas for decision packages: <ul style="list-style-type: none"> -Stephanie brought back the idea of emergency family related items in the food pantry (diapers, formula, etc.) <ul style="list-style-type: none"> -Can't pay for these from student fees, would have to come from a foundation account. -Family Friendly Events: on-campus and off <ul style="list-style-type: none"> -Terese would like to increase the amount of these that we do (similar to Bring Your Kids to Campus Day). -There is no "event" line item in the budget, so Amy would have to figure out where to make these increases. -Subsidy/Scholarship for KidSpirit after school, no school and summer camps <ul style="list-style-type: none"> -Board decided they would like to move forward with this. 	<p>Amy to bring KidSpirit information to board meeting on Friday to further discuss possibility of adding another decision package.</p>