



Business, Design & Workforce Tri-Chair Meeting

Monday, 9:00am-10:00pm | April 6, 2023

Virtual Zoom: <https://smccd.zoom.us/j/87455590970>

<https://smccd.zoom.us/j/88661276645?pwd=QWN6dmE0L1BNaktiOHZUaWlDM0REdz09&from=addon>

Tri-Chair: Hyla Lacefield - Dr. Julian Branch - Billy B

Guest: *Ludmilla Prisecar [Vice President, Administrative Services]*

We have three NEW items to review.

Funeral requests will go through Amir and Chailin first.

Reminded Dr. Branch to address presentation for Division Meeting.

Reviewed:

Allowable and unallowable purchases.

Review status of requests here:

https://docs.google.com/spreadsheets/d/19nSKMuD6CMp2Is255_0aZKeK7BF-8JZ37KyqO-SzyUc/edit?usp=sharing

Fund 1 for entertainment options / event options.

Connect with Liliana for contract for independent contractors (photographer, musician, etc.)

Connect with BACCC for clarity and to check on allowable expenses for Swag.

Funds available to spend for Year 7:

Discussed deep clean for banner budgets.

- Make sure everything that was discussed prior is actually executed and completed.

- Keep journals of any new requests, exactly where the funds came from, if there was any excess that should be returned, etc...
- Went over various account numbers and titles to clarify.
- Local, regional spending.
- All unneeded funds need to be confirmed.
- Categories need to be clearer.
- Make sure expenses and budget are moved, make sure all PAFs are done.