

Budget Manager's Meeting
Agenda
Tuesday, July 21, 2009 (9:00 AM)

----- *FY 2008-09* -----

- **Closing out Fiscal Year**
 - We are finally able to finish closing the fiscal year
 - Fund balance rolls, etc should be done within the week
 - Receipt carry forward approved (102, 103, DE)
 - No SRCI carry forward authorized

----- *FY 2009-10* -----

- **FY 09-11 Legislative Budget**
 - Under Continuing Resolution # 2, through July 31, 2009
 - Expect a 3rd CR to carry us through August ???
 - Cash allotment at 84% of last year (down from 85% in CR # 1)
- **FY 09-11 Budget Reductions**
 - 10% budget reduction impact statements due to GA tomorrow (Wed 7/22)
 - Cuts prioritized (from least important to most)
 - President Bowles to "...provide advice and feedback to Chancellors."
 - Legislative Mgmt Flexibility reduction must be allocated by GA on a "performance" basis...not allowed cutting "across-the-board".
- **FY 2009-10 Budget Management (Cash Restrictions)**
 - CR # 2 – allows appropriated cash at 84% of last year level
 - Continue to keep spending to a minimum...ensure sufficient cash for payroll
- **FY 2009-10 Annual Allocation Process**
 - Provost / CFO guidance dated July 1, 2009
 - Budget Office supplemental guidance via email July 2, 2009 (1:12 PM)
 - Dates:
 - New positions to HR – 7/24
 - Renovations / equipment to Purchasing / Facilities – 7/24
 - Final inputs to my office – 8/14
 - MUST be tied to Planning Council Strategic Priorities
 - MUST have performance measurements (quantifiable)
 - Will be using the automated system again
 - If you are losing funds because of FY 2009-10 legislative action, please ensure you submit a request
 - Library, CITI, Financial Aid, Building Reserves, etc
 - Justify a minimum amount needed in your narrative

----- **Miscellaneous** -----

- **Budget Revisions**
 - Reason for realigning funds becoming vague.
 - "...to cover over commitment or negative" is not sufficient.
 - Instead to cover computer purchase or whatever the purchase that caused the negative is the correct rationale.

• Employer Benefit Rates	<u>FY 09/10</u>	<u>FY 10/11</u>
• Social Security	7.65%	7.65%
• State Retirement	8.54%	8.94%
• LEO	13.54%	13.94%
• ORP	11.86%	13.94%
• "Blended EPA Rate"	10.27%	10.32%
• Medical Insurance (Per FTE)	\$4,527	\$4,929
• Flex's: must adjust rates. Judy has contacted everyone affected.		

- **Future Budget Managers' Scheduled Meetings**
 - Tuesday, September 22, 2009 9:00 – 10:30 AM AL 215
 - Tuesday, November 17, 2009 9:00 – 10:30 AM AL 215