The meeting was called to order by Doug Roberts (Co-Chair).

**Members present:** Inez Barragan, Jackie De Lap, Hilleary Izard, Kat Lewis, Bud Metzger, Doug Roberts, Warren Ruud, Terry Shell

**Also present:** Linda Close, Susan St. Clair

1. **Approval of Minutes**

   It was moved by Terry Shell, seconded by Warren Ruud, and unanimously passed by the committee to approve the minutes of March 25, 2014, as presented.

2. **Budget Update**

   Doug Roberts said there is not much budget news from Sacramento at this point. He shared some information about the Student Success Support Program regarding matching money for existing funds being a 3-to-1 match. Then in 2014/15, funds will require a 2-to-1 match out of the Unrestricted General Fund. And in 2015/16, additional funds will require a 1-to-1 match.

   Doug said the Governor’s May Revise will be released next month.

3. **Budget Calendar**

   A revised Budget Calendar was distributed with the revisions highlighted. Doug Roberts explained that more PRPP (Program and Resource Planning Process) activities and deadlines have been merged into this calendar.

4. **Update: Facilities Revenue Enhancement Taskforce**
Doug Roberts said that at the last FRET meeting, there was a discussion about the process of arranging to use a district facility. He said that currently, the office/person one contacts to reserve a campus facility or room depends on the location/building and the activity. Doug said it was interesting to see how many people are currently involved, and that centralizing the process would be beneficial.

There is testing taking place to evaluate the event planning software that is available. Doug said the results were a little disappointing because no one piece of software accomplishes all the aspects desired for efficient scheduling and event planning. For instance, he said some programs are great for determining what facilities are available, but weak on follow-up or notifying the staff/departments that are needed for a specific event.

Regarding Shone Farm’s Dutton Pavilion, Doug said the pavilion was built using bond funds and thus cannot be leased to a third party; however, the Shone Farm Foundation is an auxiliary organization so FRET is checking with legal counsel to discover what would be possible.

The group also discussed co-sponsored facilities use when a department or club co-sponsors an activity and there is no facilities use fee paid. FRET is looking into this since an activity may result in extra costs to the district for utilities, supplies, staff time, etc. There was concern expressed by the Classified Executive Committee about management staff added without the corresponding classified staff support added.

Doug Roberts said FRET is making progress, but there is still much to discuss, plan, arrange, and implement. He said this is not a short-term project and it will take time to identify and iron out all the details.

The meeting adjourned at 3:32 p.m.