

To: ASI Board of Directors
From: Mark Montalvo, Director of Finance and Administration (DFA)
Subject: November 6, 2019 Board Report

Finance/Accounting:

- Working on the database and template to incorporate the new California state minimum wage rate which will increase from the current \$12.00/hr to \$13.00 /hr effective January 1st, 2020. Preliminary numbers have the increase between \$160,000 to \$190,000 in wages, still in draft. Final implementation of the state required minimum wage will be January 1, 2022, and \$15.00/hr.
- The final Chancellors Office audit outstanding item is the finalizing of the contract between Campus, State Department of Parks and Recreation, and ASI. Operating Agreement between campus and ASI is being signed for the ASI Aquatics Center to continue operations at Lake Natoma.
- Staff has been compiling information for the 2018/19 990 tax returns and working with the departments to acquire reports for usage of our facilities and services that are not related to our mission which are taxable transactions. A lot of information is being compiled to go into this return which will be due by February 15th, 2020.

Committee/Meetings:

- Clothing Closet, Oct 10, 16.
- Campus IRA Process Mapping, Oct 14.
- MWT, Oct 15, 29.
- Ski Swap, Oct 17.
- Voya transition meeting, Oct 21.
- DOC, Oct 21, Nov 4.
- Finance & Budget, Oct 22, Nov 5.
- Staff Award Luncheon, Oct 28.
- Food Pantry van purchase, Oct 30.
- Conflict of Interest process, Oct 4.