

To: ASI Board of Directors
From: Mark Montalvo, Director of Finance and Administration (DFA)
Subject: March 30, 2022 Board Report

Finance/Accounting:

- The ASI federal 990 and 990T and state tax returns 109 and 199 are complete and submitted to our tax auditors KCOE for their final review and sign-off. Once approved by the auditors we will submit to the IRS and state FTB. The next step with our auditors will be to prepare for our spring audit which will review and sample ASI financial records from July 2021 to February 2022. This is in preparation for the fiscal year-end audit which KCOE will audit in August, for fiscal year '21/22 (July 1, 2021 – June 30, 2022).
- March has been busy compiling all the information from the ASI departments for the 2022/23 ASI budget including items such as wage adjustments, health care costs and increasing program activities as Covid restrictions ease. How much to increase program activities has been a challenge for each department director and making their best *gestimates* on program revenues. All ASI departments have presented to the F&B committee. The last two weeks budget information has been compiled and any last minute adjustments will be made such as any decrease to employee medical costs. The F&B committee has seen the entire 2022/23 ASI budget and have had open discussion and making recommendations for the board to vote on the '2022/23 ASI budget. Included in the budget is \$350,000 for Student Employment Grants which is the same amount in total allocated in the current budget year. These funds will be sent to campus to employ students in 43 different organizations on campus (via application process). These funds can only be used to hire students and no exceptions to use the funds elsewhere.

Committee/Meetings:

- Workers Comp. Review Alliant Insurance, Feb 25.
- MWT, Mar 1, 15, 29.
- HR Payroll Process Review, Mar 2, 16.
- FS Managers/DRUM, Mar 7, 22.
- F&B, Mar 1, 8, 15, 29.
- ASI BOD Meet & Greet, Mar 9.
- Campus AVP, Mar 16.