

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

INFORMATION ITEM

FY 2009 SECOND QUARTER BOARD OPERATING BUDGET

BACKGROUND

The Board of Trustees Operating Budget for FY 2009 is \$240,000. As shown on Attachment A, at the end of the second quarter ending December 31, 2008, the Board had expended 34 percent of its budget, or \$82,205, encumbered \$94,401, resulting in an available balance of \$63,394.

The Board of Trustees Operating Budget in FY 2008 was \$267,913. For comparison purposes, the second quarter report for the period ending December 31, 2007, shows that the Board expended 30 percent of its budget, or \$81,652, encumbered \$107,269, resulting in an available balance of \$78,992.

Date presented to the Executive Committee: January 21, 2009

Minnesota State Colleges and Universities Board of Trustees
Approved FY 2009 Operating Budget

	Approved FY 2009 Budget	First Quarter 9/30/08 Cash	Second Quarter 12/31/08 Cash	Year-to-date 12/31/08 Cash	Year-to-date 12/31/08 Encumbered	Second Quarter 12/31/08 Balance	Percent Used
Expenses:							
Per Diem	\$30,000	\$4,510	\$6,270	\$10,780	\$19,220	\$0	36%
Meeting Expense (1)	\$80,000	\$9,277	\$13,222	\$22,499	\$59,322	-\$1,821	28%
Travel in-state (2)	\$35,000	\$4,370	\$8,760	\$13,130	\$11,836	\$10,034	38%
Development/National Conferences (3)	\$45,000	\$10,512	\$8,306	\$18,818	\$0	\$26,182	42%
Consultants	\$10,000	\$0	\$5,565	\$5,565	\$121	\$4,314	56%
Miscellaneous (4)	\$33,000	\$8,812	\$2,342	\$11,154	\$3,247	\$18,599	34%
Chair Expense	\$7,000	\$45	\$214	\$259	\$655	\$6,086	4%
Total:	\$240,000	\$37,526	\$44,679	\$82,205	\$94,401	\$63,394	34%
Total:	<u>\$240,000</u>	<u>\$37,526</u>	<u>\$44,679</u>	<u>\$82,205</u>	<u>\$94,401</u>	<u>\$63,394</u>	34%

Notes:

- (1) Meeting expense includes rent, printing, food, postal/delivery, audio services.
- (2) Travel in-state includes mileage, meals, lodging, parking, in-state registration fees.
- (3) Development/national conferences includes registration fees, airfares, lodging, mileage, etc.
- (4) Miscellaneous includes copier, insurance, long distance, memberships, supplies, equipment and subscriptions.

The Board of Trustees approved the FY 2009 Operating Budget on May 21, 2008.

**Minnesota State Colleges and Universities Board of Trustees
Approved FY 2008 Operating Budget**

	Approved FY 2008 Budget	First Quarter 9/30/07 Cash	Second Quarter 12/31/07 Cash	Year-to-date 12/31/07 Cash	Year-to-date 12/31/07 Encumbered	Second Quarter 12/31/07 Balance	Percent Used
Expenses:							
Per Diem	\$33,000	\$4,345	\$6,875	\$11,220	\$21,780	\$0	34%
Meeting Expense (1)	\$85,000	\$10,710	\$13,860	\$24,570	\$35,980	\$24,450	29%
Travel in-state (2)	\$45,000	\$3,570	\$9,141	\$12,711	\$13,709	\$18,580	28%
Development/Natio nal Conferences (3)	\$52,000	\$0	\$11,490	\$11,490	\$29,468	\$11,042	22%
Consultants	\$2,500	\$0	\$2,500	\$2,500	\$0	\$0	100%
Miscellaneous (4)	\$43,413	\$6,230	\$12,891	\$19,121	\$4,842	\$19,450	44%
Chair Expense	\$7,000	\$0	\$40	\$40	\$1,490	\$5,470	1%
Total:	\$267,913	\$24,855	\$56,797	\$81,652	\$107,269	\$78,992	30%
Total:	<u>\$267,913</u>	<u>\$24,855</u>	<u>\$56,797</u>	<u>\$81,652</u>	<u>\$107,269</u>	<u>\$78,992</u>	30%

Notes:

- (1) Meeting expense includes rent, printing, food, postal/delivery, audio services.
- (2) Travel in-state includes mileage, meals, lodging, parking, in-state registration fees.
- (3) Development/national conferences includes registration fees, airfares, lodging, mileage, etc.
- (4) Miscellaneous includes copier, insurance, long distance, memberships, supplies, equipment and subscriptions.

The Board of Trustees approved the FY 2008 Operating Budget on June 20, 2007.