

LUNA COMMUNITY COLLEGE
Board Audit & Finance Committee Agenda
Tuesday, January 6, 2026
11:30 AM MDT
IN PERSON / REMOTE-ZOOM

Members: Mark Dominguez, Committee Chair, LCC Board of Trustees
Dr. Phyllis Martinez, LCC Board of Trustees
Dr. Carol Linder, President
Dr. Gerald Shields, Executive Director of Finance/CFO
Sharrise Sanchez, Comptroller/Budget Director
Louise CdeBaca, Accountant
Jessica Duran, Recording Secretary

- I. Determination of Quorum and Call to Order
- II. Agenda Approval
- III. Minutes Approval – December 2, 2025
- IV. Executive Director of Finance/CFO – Dr. Shields
 - a. Financial Summary Analysis
 - 1. Fund Balance and cash management
 - 2. Banking Accounts
 - 3. Deposits
 - b. Budget-to-Actual
 - 1. Summary Analysis
 - 2. Revenues
 - 3. Expenses
 - c. Cost Centers
 - 1. Summary Analysis
 - 2. Unrestricted
 - 3. Restricted (Grants)
 - d. Student Receivables
 - 1. Summary Analysis
 - 2. Age Receivables
 - e. Accounts Payables
 - 1. Summary Analysis
 - 2. Payable Expenses
 - 3. Financial Aid Disbursements
 - 4. BOT Expenses
 - 5. Payroll Expense
 - f. Payroll
 - 1. Summary Analysis
 - 2. Compensation
 - 3. Benefits

- 4. Professional Services
 - g. Procurement
 - 1. Monthly Procurement Report
 - h. Audit
 - 1. FY24 & Accounting Support
 - i. Staffing and others
 - 1. Open positions
- V. Other Updates- ***Action Items: Finance Policy & Procedure Manual***
- VI. Announcement on date, time, and location of next Finance meeting
 - o Tuesday, February 2, 2026 @ 11:30AM, Executive Conference Room
- VII. Adjourn