Auxiliary Oversight Committee
AGENDAS
August 10, 2011

1. Student Affairs - English Language Program/Lufrano Gallery
   Request for Additional Budget Authority
August 1, 2011

MEMORANDUM

TO: Auxiliary Oversight Committee

FROM: Mauricio Gonzalez
Vice President for Student and International Affairs

CC: Dr. Tim Robinson
Director, International Center

SUBJECT: Fund Balance Request

The Lufrano Gallery provides educational opportunities and knowledge to UNF students, faculty, and staff by displaying exhibits that address social issues. After hosting numerous exhibits over the past two years we have found the space inadequate to meet the needs of a fully functional gallery. This shortage has resulted in turning away potential exhibits due to the lack of square footage.

I am requesting an additional $75,000 of budget authority from the English Language Program (340001) fund balance. These funds will match a $75,000 gift from Mrs. Lufrano to expand the existing Lufrano Gallery. The Campus Planning, Design & Construction office estimates a total construction cost of $150,000. These funds will be designated specifically for the expansion of the gallery. The upgraded space and floor plan will assist in better serving our institution and visiting exhibits.

Approved

Mauricio Gonzalez

Date 8/3/11

Not approved

Dr. Mauricio Gonzalez, Vice President for Student and International Affairs

c: Randall Robinson, Divisional Budget Officer
Three Year Auxiliary Budget Worksheet

Activity Title: International Center
Banner Fund #: 340001

A: Beginning Fund Balance including reserves

B: Current Year Revenue:

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Account Title</th>
<th>2011-2012</th>
<th>2012-2013</th>
<th>2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>551004</td>
<td>Cont Ed Fee</td>
<td>212,547</td>
<td>403,809</td>
<td>562,809</td>
</tr>
<tr>
<td>561001</td>
<td>Interest</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Assessable Revenue: 1,387,101
Non-Assessable Revenue: 1,442,000

C: Current Year Operating Revenue: 1,519,250

D: Operating Expenditures:

1: Salaries & Benefits - 11-12 Positions (Acct. code 600000) 373,865
2: New Positions Requested 53,640
3: Total Salary & Benefits 427,505
4: Operating Expense Pocl (Account Code 700000)(including overhead assessment) 768,334
5: Total Operating Expenditures 1,195,839

E: Non-Operating Expenditures/Revenues:

<table>
<thead>
<tr>
<th></th>
<th>Transfers Out (+)</th>
<th>Transfers In (-)</th>
<th>Total Non-Operating Expenditures/Revenues</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

F: Current Year Surplus/Deficit 191,262

G: Ending "Total" Fund Balance: 403,809

H: Restricted Reserves:

<table>
<thead>
<tr>
<th></th>
<th>2011-2012</th>
<th>2012-2013</th>
<th>2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Reserves</td>
<td>100,000</td>
<td>300,000</td>
<td>325,000</td>
</tr>
<tr>
<td>Major Equipment Replacement</td>
<td>68,956</td>
<td>25,000</td>
<td>30,000</td>
</tr>
<tr>
<td>Other Reserves: (Specify)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Restricted Reserves</td>
<td>168,956</td>
<td>325,000</td>
<td>355,000</td>
</tr>
</tbody>
</table>

I: Ending "Available" Fund Balance: 234,853

Date: 8/1/11
2011-2012 Auxiliary Budget Worksheet

Activity Title: International Center
Banner Fund #: 340001

Date: 08/01/11

<table>
<thead>
<tr>
<th>ORG #</th>
<th>ORG #</th>
<th>ORG #</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>40101</td>
<td>40120</td>
<td>40121</td>
<td>412,547</td>
</tr>
</tbody>
</table>

A: Beginning Fund Balance including reserves

B: Current Year Revenue:

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Account Title</th>
<th>551004</th>
<th>561001</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cont Ed Fees</td>
<td>1,215,200</td>
<td>0</td>
<td>1,215,200</td>
</tr>
<tr>
<td>Interest</td>
<td>36,456</td>
<td>0</td>
<td>36,456</td>
</tr>
</tbody>
</table>

Total Assessable Revenue: 1,251,656

C: Current Year Operating Revenue:

<table>
<thead>
<tr>
<th>ORG #</th>
<th>ORG #</th>
<th>ORG #</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>40101</td>
<td>40120</td>
<td>40121</td>
<td>1,387,101</td>
</tr>
</tbody>
</table>

D: Operating Expenditures:

1: Salaries & Benefits (Acct. code 600000)
2: New Positions
3: Total Salary & Benefits
4: Operating Expense Pool (including overhead assessment)

Total Operating Expenditures:

F: Non-Operating Expenditures/Revenues

Transfers Out (-)
Transfers In (-)

Total Non-Operating Expenditures/Revenues

F: Current Year Surplus/Deficit

G: Ending "Total" Fund Balance

H: Restricted Reserves

Operating Reserves
Major Equipment Replacement
Other Reserves: (Specify)

Total Restricted Reserves

I: Ending "Available" Fund Balance

Note: Use the salary & benefits calculation provided by the Budget Office.

2011-2012 Auxiliary Budget Workbook