

Moorpark College Academic Senate – Treasurer Report

Issues encountered at May 14, 2015 lunch

- People taking more than one drink each. Water and cups at filter area were used
- Classified mostly came at 11:30am making it a long line at the beginning of the lunch
- Some people coming in without checking in (paying or signing [if classified])
- It was the last minute faculty coming at the door and donations that created a profit
- Paid for 200 guests to caterer had approximately 200 people (possibly more as there were more plates used – but still only charged for 200 people – next year we will get charged more)
- No left-overs so the amount should not be reduced
- Cost per person is \$13.09 with everything included at 200 people attending
- The spreadsheet is below with the revenue and costs for the lunch
- Need to clearly explain to classified they need to RSVP before the deadline to get an accurate count

Thoughts for the future:

- Should the lunch be offered after finals instead of during such a crunch time for faculty?
- Next year may need increased costs for serving items as most have been used up.

Moorpark College Academic Senate		
Total Lunch Costs and Donations		
May 14, 2015		
Total Receipts		\$ 3,002.00
Costs		
Urban Taco	\$ 2,430.70	
Drinks	\$ 60.62	
Snacks	\$ 53.23	
Decorations	\$ 55.78	
Serving Items	\$ 16.79	
Total Lunch Costs		\$ 2,617.12
Lunch Profit		<u>\$ 384.88</u>
Attendance approx		200
Actual Cost per person		\$ 13.09