



Policy Name:	Board of Trustees Reserve Account
Policy Number:	7524
Applicable Code/Law:	N/A

Policy:

The Board of Trustees of Shoreline Community College will establish and maintain a reserve of 5-8% of its operating, grants and contracts funds, excluding trusts and capitol funds. This reserve account will ensure sufficient funds are available for working capital in an emergency. The College President will begin each year with a minimum of \$200,000 in a contingency account to cover unanticipated expenses during that fiscal period.