

<b>Budget Committee</b>	February 13, 2023 <b>I. Call to Order - 1:33 PM</b>	Zoom Meeting
<b>Members Present</b>	Coral Lopez, Katy Edmunds, Natasha Kephart, Songhai Liu, Heather Rikalo, Jayna Conkey, Carol McIntosh, Randal Miller, Benny Buchanan, Jeff Erickson, Desirae Blunt-Lamkey, Chelsie Hamtak, <a href="#">Smriti Bhattarai</a>	
<b>Members Missing</b>	Phyllis Mason	
<b>Guests</b>	None	
<b>Summary of Actions Taken</b>	1/9/2023 minutes approved, two BRRs approved	
<b>Agenda items for next meeting</b>	None	

<b>Agenda Topic</b>	<b>II. Approval of Minutes from January 9, 2023</b>	
<b>Action Taken</b>	Approved	
<b>Summary of Discussion</b>	Motion to approve: 1st - Chelsie, 2nd - Jayna. Minutes were approved.	
<b>Assignments/Potential Agenda Items</b>	None	
<b>Comments/Information</b>	None	

<b>Agenda Topic</b>	<b>III. a. Standard Business - Review of New Budget Resource Requests</b>	
<b>Action Taken</b>	Two approved. One tabled for more information.	
<b>Summary of Discussion</b>	<p>Natasha: End of year BRRs:</p> <ul style="list-style-type: none"> <li>● EOY BRR #1 - LOA in Computing Services - Computing Services/Phyllis Mason = \$16,000.00</li> <li>● EOY BRR #2 - KnowBe4 security training awareness software renewal - Computing Services = \$10,563.00</li> <li>● EOY BRR #3 - 3x Fire Academy/Ellie Dutton <ul style="list-style-type: none"> <li>○ Facility Use Fee - Carson City fire training facility = \$3,000.00</li> <li>○ One-time rental of fire-rated PPE = \$3,000.00</li> <li>○ One-time purchase of equipment and tools = \$17,910.00</li> </ul> </li> <li>● EOY BRR #4 - Disaster recovery solution and data replication - Computing Services/Songhai Liu = \$55,911.57</li> </ul> <p>Standard BRRs:</p> <ul style="list-style-type: none"> <li>● BRR #1 - CED 320 Main/C - computer lab refresh - Computing Services/Testing Center = \$35,508.74 <ul style="list-style-type: none"> <li>○ 1st motion: Heather, 2nd: Songhai = APPROVED - Tech Fees</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>● BRR #2 - Cedar Computer Lab AV equipment only upgrade - Media Services/Troy Wadsworth = \$21,042.54 (+ install TBD) <ul style="list-style-type: none"> <li>○ HOLDING FOR MORE INFO - quote with installation expenses</li> </ul> </li> <li>● BRR #3 - Replace Bristlecone Info MacMini Touchscreen - Computing Services/TPhyllis Mason = \$690.53 <ul style="list-style-type: none"> <li>○ 1st motion: Heather, 2nd: Katy = APPROVED - Tech Fees</li> </ul> </li> </ul>
<b>Assignments/Potential Agenda Items</b>	Future discussion of EOY BRRs for ranking
<b>Comments/Information</b>	EOY BRR#4 - discussion on need for data recovery, fiber infrastructure upgrade, better bandwidth. Example - eSports room in Student Life. There is a connection to EH&S.

<b>Agenda Topic</b>	<b>III. b. Standard Business - Update from CSD subcommittee</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	Heather: <ul style="list-style-type: none"> <li>● Two new requests in January, five in February = 17 total, \$13,000.00 approved so far</li> <li>● <u>Potential</u> increase in next FY in funds per employee - \$1000-1200 for full-time employees, \$500-600 for part-time employees</li> </ul>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. c. Standard Business - Update from CIP subcommittee</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	Jeff - projects: <ul style="list-style-type: none"> <li>● DINI 107 (eSports room) is completed.</li> <li>● BRIS 343 &amp; 346 - paint, carpet, blinds if needed, whiteboards, new monitors/tech - upgrades at same time</li> <li>● Former bookstore space - awaiting contracts before concept drawing, etc. Optimistic goal for completion - end of summer</li> </ul>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. d. Standard Business - Update from GR subcommittee</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	Coral:

	<ul style="list-style-type: none"> <li>• no reviews in the last month</li> <li>• expecting more towards the end of the fiscal year</li> </ul>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. e. Standard Business - Tech Fee updates</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	<p>Natasha as proxy for Phyllis:</p> <ul style="list-style-type: none"> <li>• Beginning balance = \$568,000</li> <li>• Revenue = \$332,000</li> <li>• Expenses = \$263,000</li> <li>• Obligated/Encumbered = \$500,000</li> <li>• Available Balance = <b>\$139,000</b></li> </ul> <p><i>All above amounts are rounded.</i></p>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. f. Standard Business - Budget update</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	<p>Coral:</p> <ul style="list-style-type: none"> <li>• FY23 - Working with Natasha on closing out fiscal year, will be meeting with various departments regarding spending</li> <li>• FY24 - Legislature has been requesting info on fiscal implications from Budget Office <ul style="list-style-type: none"> <li>○ Enhancement restoration of operating cuts at start of pandemic = \$500,000</li> <li>○ CIP - \$50M NSHE-wide, WNC's portion is \$1.5M towards parking lot repairs</li> <li>○ COLA - if 10% is approved, 80% of costs to the State with 20% covered by WNC (approx. \$300,000)</li> </ul> </li> <li>• Leg timeline: <ul style="list-style-type: none"> <li>○ Thursday, 2/16 - CIP Budget hearing</li> <li>○ Tuesday, 2/21 - NSHE Budget hearing</li> </ul> </li> </ul>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>IV. Old Business</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	None
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>V. New Business</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	None
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>VI. Public Comment</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	None
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

Next meeting: Monday, March 13, 2023

- To discuss BRRs for ranking, compiling any questions

Adjourn: **2:14 PM**