

Budget Committee	April 10, 2023 I. Call to Order - 1:33 PM	Zoom Meeting
Members Present	Heather Rikalo, Jeff Erickson, Katy Edmunds, Jayna Conkey, Natasha Kephart, Randy Miller, Songhai Liu, Carol McIntosh, Phyllis Mason, Desirae Blunt-Lamkey, Benny Buchanan	
Members Missing	Coral Lopez, Smriti Bhattarai, Chelsie Hamtak	
Guests	None	
Summary of Actions Taken	3/13/2023 minutes approved	
Agenda items for next meeting	None	

Agenda Topic	II. Approval of Minutes from March 13, 2023	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st - Phyllis, 2nd - Carol. Minutes were approved.	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Standard Business - a. Review of New Budget Resource Requests - Ranking of Budget Resource Requests	
Action Taken	Ranked 5 BRRs to go to Exec team	
Summary of Discussion	<p>Natasha:</p> <ul style="list-style-type: none"> ● BRRs already approved by Exec team for different funding - not ranked: <ul style="list-style-type: none"> ○ BRIS 350 network data compliance - \$30,440.00 <ul style="list-style-type: none"> ■ paid with CARES funding ○ Veterans Resource Coordinator position - \$91,288.00 <ul style="list-style-type: none"> ■ pending State and NSHE budgets, may be funded in initial budgets ○ Student Life/ASWN large plotter/printer - \$5,417.74 <ul style="list-style-type: none"> ■ approved on FY23 funding ● BRRs to rank for the Exec team: <ul style="list-style-type: none"> ○ #1 - Financial Aid Specialist - \$24,434.49 <ul style="list-style-type: none"> ■ moves 100% CARES-funded employee to other funds ○ #2 - LOA funding in Computing Services - \$16,000.00 <ul style="list-style-type: none"> ■ For student worker to work more hours ○ #3 - KnowBe4 Security Training software - \$10,563.00 	

	<ul style="list-style-type: none"> ○ #4 - Annual Carson Fire training Facility Use fee - \$3,000.00 <ul style="list-style-type: none"> ■ To cover facility use for Fire program until Division student fees are instated ○ #5 - One-time rental fee for fire-rated PPE - \$3,000.00 ● Budget Committee's final rankings: <ul style="list-style-type: none"> ○ #1 - Financial Aid Specialist ○ #2 - Fire facility use fee ○ #3 - Fire-rated PPE rental ○ #4 - Computing Services LOA ○ #5 - KnowBe4 Security Training
Assignments/Potential Agenda Items	None
Comments/Information	Discussion on Fire Program's lab fees to pay future Fire needs, ASWN's new printer's planned usage, and staffing needs at WNC as well as the BRR process's role in staffing.

Agenda Topic	III. Standard Business - b. Update from CSD subcommittee
Action Taken	None
Summary of Discussion	Heather: <ul style="list-style-type: none"> ● 22 applications to date: <ul style="list-style-type: none"> ○ Awarded = \$16,627.00 ○ Actuals = \$13,000.00 ○ Heather is working on getting reimbursements completed ● subcommittee members staying on through FY24 <ul style="list-style-type: none"> ○ future discussion on recommendation for fund dispersal in FY24
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - c. Update from CIP subcommittee
Action Taken	None
Summary of Discussion	Jeff: <ul style="list-style-type: none"> ● Still working on BRIS 343 & 346 remodels (paint, blinds, etc.) as well as coreq classrooms ● working on contracts with BCN on bookstore space
Assignments/Potential Agenda Items	None

Comments/Information	None
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Agenda Topic	III. Standard Business - d. Update from GR subcommittee
Action Taken	None
Summary of Discussion	None
Assignments/Potential Agenda Items	None
Comments/Information	

Agenda Topic	III. Standard Business - e. Tech Fees Update
Action Taken	None
Summary of Discussion	Phyllis: <ul style="list-style-type: none"> ● Beginning balance: \$568,880.26 ● Revenue: \$351,878.39 ● Approved: \$562,309.80 ● Available: \$358,448.85
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - f. Budget Update
Action Taken	None
Summary of Discussion	Natasha: <ul style="list-style-type: none"> ● Legislative session is halfway over ● Budget closes around May 5, to get an idea of budget approvals ● FY23 retention bonus reinstated - NSHE meeting on how payments will work ● FY24 & FY25 retention bill has not gone to the Leg yet ● Raises/pay discussions will be at the end of May
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business
Action Taken	None
Summary of Discussion	None

Assignments/Potential Agenda Items	None
Comments/Information	None

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

Agenda Topic	VI. Public Comment
Action Taken	None
Summary of Discussion	Heather brought up the idea of a training about the BRR process, possibly during professional development week, including how to submit BRRs and what requests are suited to this process. - Training ideas for PD week go to Justin McMenemy.
Assignments/Potential Agenda Items	None
Comments/Information	None

Next meeting: Monday, May 8, 2023

Adjourn: 2:56 PM