

Budget Committee	Aug 17, 2023 I. Call to Order – 10:04 AM	Zoom Meeting
Members Present	Coral Lopez (Acting Chair), Chelsie Hamtak (Vice Chair), Heather Rikalo, Jayna Conkey, Randy Miller, Phyllis Mason, Smriti Bhattarai, Jeff Erickson, April Torok, Benny Buchanan	
Members Missing	Songhai Liu	
Guests		
Summary of Actions Taken	5/8/2023 minutes approved	
Agenda items for next meeting		

Agenda Topic	II. Approval of Minutes from 5/8/23	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st - Heather, 2nd - Chelsie. Unanimous vote to approve minutes.	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Membership and future scheduling	
Action Taken	Jayna volunteered as recorder for next FY.	
Summary of Discussion	a. April Torok and Natasha Anderson are joining the committee b. Desirae Blunt-Lamkey, Katy Edmunds, and Carol McIntosh terms end. (April Torok will be leaving WNC at the end of August.)	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	IV. Standard Business - a. Review of New Budget Resource Requests	
Action Taken	Approved	
Summary of Discussion	Coral: <ul style="list-style-type: none"> • Troy Wadsworth, Zoom Licenses for USDA Mobile Carts \$2,000. • Kevin Myers, 13 replacement PC's (4 in Bris lobby, 3 in Financial Aid lobby, 3 in ASWN Dini lobby). \$15,122.77 	

	<ul style="list-style-type: none"> • Troy Wadsworth, Respondus Lockdown Browser software for online assessment/exam integrity. \$7,426.00 <p>1st - Jeff, 2nd - Phyllis = APPROVED</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - b. Update from CSD subcommittee
Action Taken	None
Summary of Discussion	<p>Heather:</p> <ul style="list-style-type: none"> • Voted to increase full-time request to \$1,200 for Full-Time and \$600 for Part-time. A total of 3 were rewarded at the end of last physical year. • 8,000 already distributed this year for staff development. • Looking for another member.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - c. Update from CIP subcommittee
Action Taken	None
Summary of Discussion	<p>Jeff:</p> <ul style="list-style-type: none"> • Added new electrical to baseball field – 50 amp breakers for the dugout for events. • Construction in Cedar and Reynolds. Finishing AV work that occurred over last winter. Working on AV upgrades throughout campus to update all buildings. (Each room includes large TV screen monitor/courtesy monitor in back, zoom camera and mics.) • Working on installing new blinds in BRIS 343, 344, and 346. • Glass white boards will be installed in BRIS 344 today. • Cedar Building Painting. Using room 305 as the flex classroom and will start painting/upgrading the baby blue. It will be painted a neutral white. Will be repainting Cedar bldg. room by room until money runs out. • Aspen bookstore remodel is moving along. Marlette hall is moving along as well. Marlette should be back by November.

Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - d. Update from GR subcommittee
Action Taken	None
Summary of Discussion	<p>Coral:</p> <ul style="list-style-type: none"> ● Did get First Gen Network. ● The Fallon campus remodeling was approved. ● 4.9 million dollar grant for Bently campus to remodel for a new nursing lab has not approved yet but it is working through federal govt (Catherine Cortez -Masto working on it). ● Winn workforce innovation for a new Nevada.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - e. Tech Fees Update
Action Taken	None
Summary of Discussion	<p>Phyllis:</p> <ul style="list-style-type: none"> ● Beginning balance: \$ 356,369.29 ● Revenue: \$ 157,643.38 ● Expended: \$ 49,254.91 ● Approved: \$ 388,504.16 ● Available: \$ 125,508.51
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - f. Budget Update
Action Taken	None
Summary of Discussion	Coral:

	<ul style="list-style-type: none"> ● FY 24 budget was approved and uploaded into workday. ● All ARP positions restored. ● Did get Operating Restoration back and a little extra called Enrollment recovery thanks to Kyle - \$297,000 for the biennium (150 each FY). ● Received 12% COLA ● FY 24 will continue to get longevity pay and retention ● SB 375 expands nursing - WNC gets 500,000 for next 2 years to expand nursing program. Need to spend it on one-time costs. Can't use it for a position or construction costs. ● FY 25 business officers and presidents talking about COLA scenarios. 11% for FY 25. All schools may not be able to do this without a tuition increase. Task force being developed to talk about COLA. (What the impacts are at 11%, 4%, or 11% with tuition increase.) This has impacted operating costs - WNC had to come up with about 350,000.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	V. Old Business – a. Welcome New Members
Action Taken	None
Summary of Discussion	None
Assignments/Potential Agenda Items	April Torok – welcome and farewell. August 31 her last day so will need to find replacement. Katy Edmunds expressed interest in returning to the committee. Coral will ask her to come back. Budget director search underway.
Comments/Information	None

Agenda Topic	V. Old Business – b. Review of Executive Actions on FY 23 BRR Rankings
Action Taken	None
Summary of Discussion	Coral reviewed the eight items that were submitted to and approved by the executive team.
Assignments/Potential Agenda Items	

Comments/Information	None
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Agenda Topic	V. Old Business – c. Review of BRR Process
Action Taken	None
Summary of Discussion	
Assignments/Potential Agenda Items	We will review and discuss at next meeting if any revisions needed.
Comments/Information	None

Agenda Topic	VI. New Business - a. Review/Update Bylaws
Action Taken	None
Summary of Discussion	Bylaws will be reviewed and will plan to be approved at the September meeting and will be submitted to College Council.
Assignments/Potential Agenda Items	
Comments/Information	None

Agenda Topic	VI. New Business – b. Elect new Chair, Vice Chair and Recorder
Action Taken	None
Summary of Discussion	Item removed from agenda.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	VI. New Business – c. Review/Update Annual Committee Goals
Action Taken	None
Summary of Discussion	Heather Rikalo conveyed the importance of FY Budget Projections

Assignments/Potential Agenda Items	This will be updated reflecting new members for the next meeting. Coral will give monthly overviews of FY Budget Projections.
Comments/Information	None

Agenda Topic	VI. New Business – d. Website Review
Action Taken	None
Summary of Discussion	Tracy built a Budget Committee Page on the WNC website that includes information about the committee, who serves on it, and a link to the BRR request forms.
Assignments/Potential Agenda Items	The committee members will review the website and make any recommendations necessary at the next meeting.
Comments/Information	None

Agenda Topic	VI. New Business – e. Meeting Dates Zoom or In Person
Action Taken	None
Summary of Discussion	None
Assignments/Potential Agenda Items	The committee unanimously voted to continue to have meetings via Zoom.
Comments/Information	None

Agenda Topic	VII. Public Comment
Action Taken	None
Summary of Discussion	
Assignments/Potential Agenda Items	None
Comments/Information	None

Next meeting: Monday, September 11, 2023 at 1:30 pm

Adjourn: **2:05** PM

