

Budget Committee	Sept 11, 2023 I. Call to Order – 1:36 PM	Zoom Meeting
Members Present	Coral Lopez (Acting Chair), Chelsie Hamtak (Vice Chair), Heather Rikalo, Jayna Conkey, Randy Miller, Smriti Bhattarai, Jeff Erickson, Songhai Liu, Katy Edmunds	
Members Missing	Phyllis Mason, Benny Buchanan	
Guests		
Summary of Actions Taken	8/17/2023 minutes approved	
Agenda items for next meeting		

Agenda Topic	II. Approval of Minutes from 8/17/23	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st - Chelsie, 2nd - Smriti. Unanimous vote to approve minutes.	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Standard Business - a. Review of New Budget Resource Requests	
Action Taken	None	
Summary of Discussion	Coral: There were no BRR's	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Standard Business - b. Update from CSD subcommittee	
Action Taken	None	
Summary of Discussion	Heather: CSD Committee met this morning – plan to meet on Budget Committee Mtg days. Approved the following requests – Natasha Anderson's as well as 8 other applications for a total of \$7,979 to date. The balance is \$42,020. Sent email out to let people know process and new award amounts. (2 did not have signatures so were not approved).	

	Kyle wanted to start with \$50,000 so Coral transferred enough to bring it up to \$50,000. Because they only meet once per month, if people miss the date, they will do an email vote if necessary.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - c. Update from CIP subcommittee
Action Taken	None
Summary of Discussion	<p>Jeff:</p> <ul style="list-style-type: none"> ● Still working on low voltage project – AV improvements across campus to make sure monitors work. Done with Cedar. Mostly done in Reynolds. ● Some classroom improvements in Bristlecone 343, 346, and 344 – blinds will be replaced. ● Painting will start during winter break.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - d. Update from GR subcommittee
Action Taken	None
Summary of Discussion	<p>Coral: Grant subcommittee tracker – the one that was awarded a few months back called the WINN Expanding Pathways Manufacturing and Battery Recycling Grant from the governor’s office. Delivers training pathways to the emerging recycling battery agency. Awarded \$735,700.</p> <p>Geer2 expanding access to college level coursework – from NDOT to pay for student course fees for students in dual enrollment and concurrent enrollment – total \$144,000.</p> <p>Tom Herring – RFP Award from DRI Nevada Nasa Epscore – \$75,000 if Tom gets that award.</p>

Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - e. Tech Fees Update
Action Taken	Coral will get BRR submitted for EdSights
Summary of Discussion	<p>Phyllis – off on Mondays: Coral Reported</p> <ul style="list-style-type: none"> • Tech fees FY 24 beginning balance \$356,369.29. Available Balance \$437,379.41 with income expenses, etc. Estimated balance to spend down \$144,249.99 • Coral asked about EdSights Texting Service annual fee (student texting service). Should this come from tech fees? Bring it to next meeting. Coral will research this to get a BRR submitted. If approved, annual fee will cost \$17,000. • Curriculum Management System. Student tech fee?
Assignments/Potential Agenda Items	None
Comments/Information	Heather – Mobile Text Alerts – should that come under student tech fee?

Agenda Topic	III. Standard Business - f. Budget Update
Action Taken	None
Summary of Discussion	<p>Coral:</p> <p>In the middle of the budget director search. Narrowed down, did ranking, will do six phone interviews next week then they will bring finalists on site</p> <p>.</p> <p>FY25 COLA scenario – due this Friday. Will have more info later. A total of 4 different scenarios that all institutions have to develop which will include impacts.</p> <p>Pro-Forma Review – getting more detail about what state budget looks like right now.</p> <p>Coral showed tracking sheet that tracks revenue and expenditures. FY 23 actual 18.9 million (revenue and expenditures). \$22,104,299 revenues. Of that 12 million in general fund 3 million in performance fund. Anticipate 1.84 for COLA increases and 160,000 for quarterly payments starting in October.</p> <p>COLA – we have to show that if we have a vacancy savings, we did not sweep it and put it into operations.</p>

	Only thing missing – SB 375 – nursing expansion money – we will get \$500,000 each FY for the next 2 years and the enrollment recovery fund requested that from system office.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business – a. Review of BRR Process
Action Taken	Coral will send reminder email
Summary of Discussion	<p>Coral:</p> <ul style="list-style-type: none"> • Coral will send reminder email. We are ok with the BRR process • Heather – said we need to look at the routing process and approval process. OnBase does not allow supervisors to see requests.
Assignments/Potential Agenda Items	
Comments/Information	None

Agenda Topic	IV. Old Business - b. Review/Update Bylaws
Action Taken	Coral will make the changes and bring them to the next meeting.
Summary of Discussion	<p>Coral:</p> <p>The committee reviewed the bylaws during the meeting.</p> <ul style="list-style-type: none"> • Article 3 - Add Tech Fee. • Article 5 - The WNC budget office should now be the standing chair. • Article 6 - Remove agendas posted to website before meeting. Will be posted on drive.
Assignments/Potential Agenda Items	
Comments/Information	None

Agenda Topic	IV. Old Business – c. Review/Update Annual Committee Goals Recorder
Action Taken	Coral will get goals updated
Summary of Discussion	Coral presented goals at the last College Council. Will use same goals for FY 24.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business – d. Website Review
Action Taken	Coral will work on website updates
Summary of Discussion	Heather: Items on web page need reorganization to make items easier to access. Can it be easier to access? BRR button needs to be at top. Same with subcommittees. Composition of committee could be a document. Language can be changed or removed. Will work on cleaning this up.
Assignments/Potential Agenda Items	
Comments/Information	None

Agenda Topic	V. New Business – a. New Date/Time to be Determined
Action Taken	None
Summary of Discussion	Will do a Doodle Poll
Assignments/Potential Agenda Items	.
Comments/Information	None

Agenda Topic	VII. Public Comment
Action Taken	None
Summary of Discussion	

Assignments/Potential Agenda Items	None
Comments/Information	None

Next meeting: TBD

Adjourn: **2:32** PM