Budget Committee	September 19, 2022 Call to Order – 1:34 pm	Zoom Meeting
Members Present	Heather Rikalo, Coral Lopez, Jayna Conkey, Phyllis Mason, Chelsie Hamtak, Carol McIntosh, Natasha Kephart, Smriti Bhattarai, Randy Miller, Songhai Liu, Desirae Blunt-Lamkey	
Members Missing	Jeffrey Erickson, Katy Edmunds	
Guests	None	
Summary of Actions Taken	05/18/2022 minutes approved	
Agenda items for next meeting	Review of FY22 BRR Rankings and Actions taken	

Agenda Topic	**Approval of Minutes from meeting 05/18/2022**
Action Taken	Approved
Summary of Discussion	Motion to approve by Chelsie Hamtak and seconded by Carol McIntosh. Minutes were approved.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**Standard Business –** Review of Budget Resource Requests
Action Taken	None
Summary of Discussion	Natasha: One BRR was approved for new computers for ASWN. Approval to use Tech Fees.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**Standard Business -** Update from CSD subcommittee
Action Taken	None
Summary of Discussion	Per Heather: 5 requests have been approved this FY. Committee will send out an all college reminder that funds are available. $50k was approved to be funded.
Assignments/Potential Agenda Items	Email all college regarding the CSD funding
Comments/Information	None

Agenda Topic	**Standard Business -** Update from CIP subcommittee
Action Taken	None
Summary of Discussion	No updates as Jeff Erickson was not in attendance.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**Standard Business -** Update from GR subcommittee
Action Taken	None
Summary of Discussion	Per Coral: No new grant activity since the previous meeting.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**Standard Business -** Update from Tech Fee
Action Taken	None
Summary of Discussion	Per Phyllis: Beg Balance - 568,880.26 Expended - 121,508.12 Rev YTD - 170,219.96 Avail Bal - 617,592.10
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**Standard Business –** Budget Update
Action Taken	None
Summary of Discussion	Per Coral: $4.2M budget for Tuition revenue, currently sitting at $2.1M for Fall 2022. Will need to wait until spring enrollment begins to determine where we will land in regards to revenue budgets. FY24/25 budgets are still in progress. Many moving parts as we will be losing capacity funding, but could be receiving a new workforce development fund. Other enhancements are seeing increases and decreases. Legislative session will begin in the spring.
Assignments/Potential Agenda Items	None

Comments/Information	None

Agenda Topic	**Old Business –Welcome New Members**
Action Taken	None
Summary of Discussion	Heather welcomed new committee members
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**Old Business – Review of Executive Actions on FY22 BRR Rankings**
Action Taken	None
Summary of Discussion	Coral reviewed the three items that were submitted to the executive team and will report back at the next meeting on the status update.
Assignments/Potential Agenda Items	Coral to report on actions taken at next meeting
Comments/Information	None

Agenda Topic	**Old Business – Review of BRR Process**
Action Taken	None
Summary of Discussion	Heather reviewed the BRR process and timeline with the committee. We also reviewed the BRR form in Onbase.
Assignments/Potential Agenda Items	Email all college regarding the BRR process and steps to take
Comments/Information	None

Agenda Topic	**New Business - Review/Update Bylaws**
Action Taken	None
Summary of Discussion	The Budget Committee reviewed and proposed changes to the committee bylaws. Bylaws will be reviewed and will plan to be approved at the October meeting and will be submitted to College Council.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**New Business - Elect new Chair, Vice Chair and Recorder**

Action Taken	None
Summary of Discussion	Natasha volunteered as Chair of the Budget Committee. All approved. Chelsie volunteered as Vice Chair of the Budget Committee. All approved. Recorder to be determined at the next meeting.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	**New Business - Review/Update Annual Committee Goals**
Action Taken	None
Summary of Discussion	The Committee reviewed and prepared the annual committee goals. Chelsie motioned to approve the goals. Jayna seconded. Goals have been approved.
Assignments/Potential Agenda Items	Chelsie/Natasha to send goals to Mandy Billings.
Comments/Information	None

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

Next meeting is October 17, 2022, 1:30pm

2:34 pm– Meeting Adjourned