

Budget Committee	Jan 24, 2024 I. Call to Order – 1:05 PM	Zoom Meeting
Members Present	Coral Lopez (Operational Oversight), Casey Otto (Chair), Chelsie Hamtak (Vice Chair), Heather Rikalo, Randy Miller, Songhai Liu, Katy Edmunds, Phyllis Mason, Benny Buchanan, Thomas Herring, Natasha Anderson, Jayna Conkey, Jeff Erickson	
Members Missing	Heather Rikalo	
Guests		
Summary of Actions Taken		
Agenda items for next meeting		

Agenda Topic	II. Approval of Minutes from 12/20/23	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st - Phyllis, 2nd - Natasha. 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		
Summary of Discussion	<p>Casey Otto:</p> <p>New BRR</p> <p>IT – Transition of EZ Proxy software to the cloud for students. Asking for \$5,942.46 from tech fees for the initial migration and then there will be an annual charge of 1,386.53 going forward. This will benefit students. Coral moved to approve. Jeff seconded. Approved unanimously.</p> <p>The Booklet maker in the copy center is not working. Booklets made for graduation and other promotional events. Cost is \$2855.00. Coral will take to the exec team.</p>	

	<p>Learning and Innovation – Academic Coaching Coordinator. Cost \$23,322.00. Katy already has the money and said this is simply a title change but was told they had to go through this committee. Coral said this is not a BRR and the committee agreed. Coral will look at it in detail to verify funds are in the account. This request will be removed from the list.</p> <p>Learning and Innovation – Request to change out the 20 laptops in library. Cost of \$19,447.00. Asking for tech fee money. Chelsie moved to approve. Coral seconded. Unanimous.</p> <p>Coral Lopez:</p> <p>As a follow up on the November BRR for the alignment machine in the auto shop that was damaged. The Exec team (Niki) identified \$13,000 in donor funds that can be applied toward the price and Dana said Perkins Grant money can fund the balance. This BRR will be approved.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - b. Update from CSD subcommittee
Action Taken	None
Summary of Discussion	<p>Heather Rikalo not here – no report.</p> <p>Phyllis asked if there was follow-up for the Mac request in the music room. Jeff said they were waiting to find out if liberal arts had the funding. Casey will touch base with Scott again to find out the status of the request and if it could be funded out of Scotts account. Coral said if not, it is conditionally approved from tech fee account.</p>
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 Erickson:</p> <p>A lot of painting and upgrades for Carson Campus – painted the gym third floor cedar classroom and Thomas’ classroom and finished up with digital signage project. Very busy winter break. White boards are coming.</p>
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 Lopez:</p> <p>Last month they received one grant review proposal for the Nevada Works Good Jobs Challenge – reviewed by the Exec team but is far from being approved.</p> <p>It would be a total of \$900,000. There would be 500,000 for students and 400,000 for developing and enhancing educational training programs.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - e. Tech Fees Update
Action Taken	None
Summary of Discussion	<p>Phyllis Mason Updated:</p> <p>Tech fees FY 24 beginning balance \$356,369.29</p> <p>.</p> <p style="padding-left: 40px;">Total Income: \$333,588.96</p> <p>.</p>

	<p>Total Requests: 472,33.32 Purchases: 187,750.46 Balance to spend down: 217,124.93</p>
Assignments/Potential Agenda Items	None
Comments/Information	

Agenda Topic	III. Standard Business - f. Budget Update
Action Taken	
Summary of Discussion	<p>Casey Otto and Coral Lopez:</p> <p>Casey and Coral said they were doing a lot of sweeps in their accounts. Coral said there are so many vacancies this year it will be a challenge to get reimbursed for COLA from the state. Going to be an interesting budget year.</p> <p>Casey has been meeting with departments on state budgets.</p> <p>Coral said Kyle gave the NSHE Budget presentation and hosted the Town Hall. Next up is a mini presentation for the full systemwide package presentation to be presented at the March 4 board meeting.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business – b. Website Review
Action Taken	
Summary of Discussion	<p>Casey Otto: When doing BRR, go overboard on descriptions. The more information, the better.</p>
Assignments/Potential Agenda Items	
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	
Assignments/Potential Agenda Items	None
Comments/Information	None

Next meeting: February 28, 2024 1:00pm

Adjourn