

<b>Budget Committee</b>	Oct 12, 2023 <b>I. Call to Order – 2:04 PM</b>	Zoom Meeting
<b>Members Present</b>	Coral Lopez (Acting Chair), Chelsie Hamtak (Vice Chair), Heather Rikalo, Randy Miller, Songhai Liu, Katy Edmunds, Phyllis Mason, Benny Buchanan, Thomas Herring, Natasha Anderson	
<b>Members Missing</b>	Jayna Conkey, Jeff Erickson	
<b>Guests</b>		
<b>Summary of Actions Taken</b>	10/12/2023	
<b>Agenda items for next meeting</b>		

<b>Agenda Topic</b>	<b>II. Approval of Minutes from 9/11/23</b>	
<b>Action Taken</b>	Approved	
<b>Summary of Discussion</b>	Motion to approve: 1st -Heather Rikalo , 2nd -Natasha Anderson. Unanimous vote to approve minutes.	
<b>Assignments/Potential Agenda Items</b>	None	
<b>Comments/Information</b>	None	

<b>Agenda Topic</b>	<b>III. Standard Business - a. Review of New Budget Resource Requests</b>	
<b>Action Taken</b>	Coral will take Observatory & Printmaking requests to the next Executive Team meeting and bring back determination from there.	
<b>Summary of Discussion</b>	<p>Coral:</p> <ul style="list-style-type: none"> <li>● Gave brief overview of standard business for new members.</li> <li>● September BRR: <ul style="list-style-type: none"> <li>○ Scott Morrison - Request to purchase replacement mount at Observatory, \$41, 089 (Discussion of possible grants and/or foundation)</li> <li>○ Scott Morrison - CED 217 Physics Classroom - Request Do have some CIP funding allocated for this project, \$25k. Believe it may be less. Will do a final report after complete.</li> </ul> </li> <li>● October BRR: <ul style="list-style-type: none"> <li>○ Scott Morrison - ART table top etching press for printmaking. \$6,688</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Heather Rikalo - Increase to officer/senator salaries and wages by \$1/hr, \$31,395 (already approved - funded from GIP), This is the first year we are fully staffed. Need to keep it going by funding the student wages.</li> </ul> <p>Discussion on two items for ranking: Vote to rank etching press as 1 and mount as 2. Decision is unanimous.</p>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. Standard Business - b. Update from CSD subcommittee</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	<p>Heather: Asked Tracy to move CSD committee info on the website, below the BRR button so faculty &amp; staff can find easily.</p> <p>CSD met -- Allotted \$50,000 for the fiscal year. Have had 14 applications to date, with one cancellation. Awarded \$11,379, still have \$38, 621 available. If it's an immediate need the committee will do an email vote, but typically they meet the Monday before the Budget committee meets.</p>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. Standard Business - c. Update from CIP subcommittee</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	No updates
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. Standard Business - d. Update from GR subcommittee</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	Coral:

	Activity since last month - Just reviewed Engineering Pathways for Access, Community and Transfer (EPACT) will come through TMCC as sub-award. Goal to develop online engineering courses and a model of course-sharing among community colleges - \$66,320 over a 5 year period. Submitted to TMCC, waiting to find out.
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>III. Standard Business - e. Tech Fees Update</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	<p>Phyllis Updated: Tech fees FY 24 beginning balance \$356,369.29.</p> <ul style="list-style-type: none"> <li>● Revenue - \$182,644.60 since July 1</li> <li>● Spent so far - \$151, 861.25</li> <li>● Approved to spend so far (spent &amp; planned) - \$395,700.16</li> <li>● Balance to spend down \$143,313.73</li> </ul> <p>Coral Updated: Prepared annual tech-fee report for system, will be included in December BoR. Spending was really good last year.</p>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	

<b>Agenda Topic</b>	<b>III. Standard Business - f. Budget Update</b>
<b>Action Taken</b>	Coral will reach out to President Dalpe to send out a COLA reminder.
<b>Summary of Discussion</b>	<p>Coral:</p> <p>Still down a budget director. Close to hiring one.</p> <p>FY25 COLA - October 20th COLA committee will be meeting and discussing additional options. Had to prepare 5 different scenarios (11% COLA; 11% COLA &amp; 5% student fee increase; 7% COLA; 11% COLA but delayed to start Oct. 1st; Combination of COLA, Student fee &amp; small delay) -- Committee will make recommendation to board for possible action at the December BoR meeting.</p> <p>Discussion on COLA. Recommendation to have President Dalpe hold another open forum to clear any misconceptions of decisions made.</p>

<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>IV. Old Business - a. Review/Update Bylaws</b>
<b>Action Taken</b>	Coral will send updated Bylaws to Tracy for College Council
<b>Summary of Discussion</b>	<p>Coral: The committee reviewed &amp; voted on the changes to the bylaws during the meeting.</p> <ul style="list-style-type: none"> <li>● Article 3 - Add Tech Fee.</li> <li>● Article 5 - The WNC budget director should now be the standing chair.</li> <li>● Article 6 - Remove agendas posted to website before meeting. Will be posted in shared budget committee folder on drive.</li> </ul> <p>Motion to Approve: 1st - Heather Rikalo, 2nd - Phyllis Mason; motion passes</p>
<b>Assignments/Potential Agenda Items</b>	
<b>Comments/Information</b>	Discussions on tech fee: Will add a tab on tech fee report for integrate portion for Phyllis going forward. Integrate funds a position.

<b>Agenda Topic</b>	<b>IV. Old Business – b. Review/Update Annual Committee Goals Recorder</b>
<b>Action Taken</b>	Coral will share goals with institutional research.
<b>Summary of Discussion</b>	Coral presented goals, all were in favor of sharing with IR.
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>IV. Old Business – c. Website Review</b>
<b>Action Taken</b>	Coral will work on website updates
<b>Summary of Discussion</b>	<p>Coral presented changes to the committee webpage.</p> <p>Discussion on formatting and changes.</p>

	Discussion of meeting dates being published on the website. Also need to include minutes & agendas on the committee page.
<b>Assignments/Potential Agenda Items</b>	
<b>Comments/Information</b>	None

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

<b>Agenda Topic</b>	<b>VI. Public Comment</b>
<b>Action Taken</b>	None
<b>Summary of Discussion</b>	
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

Next meeting: Nov. 15th @ 1 p.m.

Adjourn: **2:52 P.M.**