

Budget Committee	October 17, 2022 I. Call to Order - 1:34 PM	Zoom Meeting
Members Present	Heather Rikalo, Jeff Erickson, Katy Edmunds, Jayna Conkey, Coral Lopez, Natasha Kephart, Randy Miller, Songhai Liu, Carol McIntosh, Phyllis Mason, Chelsie Hamtak, Smriti Bhattarai, Desirae Blunt-Lamkey	
Members Missing	None	
Guests	None	
Summary of Actions Taken	9/19/2022 minutes approved	
Agenda items for next meeting	None	

Agenda Topic	II. Approval of Minutes from September 19, 2022	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st - Phyllis, 2nd - Carol. Minutes were approved.	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Election of Recorder	
Action Taken	Katy was elected.	
Summary of Discussion	Committee elected Katy to be Recorder for the Budget Committee.	
Assignments/Potential Agenda Items	None.	
Comments/Information	None.	

Agenda Topic	IV. Standard Business - Review of New Budget Resource Requests	
Action Taken	All approved.	
Summary of Discussion	<p>Natasha:</p> <ul style="list-style-type: none"> ● BRR #1 - Computing Services - replace 6 Macs in the Dini Library <ul style="list-style-type: none"> ○ approx. \$10,908.00 ○ Per Phyllis - update has been needed for approx. 3 years; with hiring of Brett in Comp Svcs, Apple support is now possible ○ Requesting Tech Fees ○ 1st - Coral, 2nd - Carol ○ APPROVED 	

	<ul style="list-style-type: none"> ● BRR #2 - Student Life - to purchase an iPad and accessories to support the WNC food pantry <ul style="list-style-type: none"> ○ approx. \$1,055.00 ○ Per Heather - this would work with a computer program for ordering and inventory ○ A grant paid for partial purchase, this would cover rest. ○ Requesting Tech Fees ○ 1st - Carol, 2nd - Smriti ○ APPROVED ● BRR #3 - Student Life - TV for Diversity Center <ul style="list-style-type: none"> ○ approx. \$5,914.17 ○ Per Heather - this would cover cost of purchase, mount, and installation, including sound bar ○ Requesting Tech Fees ○ 1st - Katy, 2nd - Carol ○ APPROVED
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - Review of New Budget Resource Requests
Action Taken	None
Summary of Discussion	Heather: Six applications have been received so far this FY = \$4,800.00 approved. A reminder will be sent out to the college about available funds.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - Update from CIP subcommittee
Action Taken	None
Summary of Discussion	<p>Jeff: <i>State CIP</i> - Jeff explained the process. Funds being used for parking lots, walkways, stairs, handrails, and roads (for access, Clery Act, safety), including signage, as well as BRIS restroom renovations.</p> <p><i>Student-driven funds</i> - Funds being used for the Aspen bookstore remodel and windows, as well as the now-completed Fallon Science Lab. The windows are done pending some window blind repairs - seeing results with temperatures in the Aspen building. The former bookstore location is being demo'd out with some work needed,</p>

	architects to be brought in later. This location is being looked at as a “flexible student space”.
Assignments/Potential Agenda Items	None
Comments/Information	Brief conversation about getting stakeholders together, possible forum to discuss campus plans for future usage. Culinary program being discussed.

Agenda Topic	IV. Standard Business - Update from GR subcommittee
Action Taken	None
Summary of Discussion	<p>Coral:</p> <ul style="list-style-type: none"> ● Continuing Education’s CDL program- approx. \$700,000.00 <ul style="list-style-type: none"> ○ “Congressionally-directed”, “earmarked” from Catherine Cortez Masto to ‘close the transportation industry gap for qualified commercial truck drivers’ ○ Funds will kick in at end of current CDL funding ○ To pay for instructor salary, grant administration, and a new truck
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - Tech Fee updates
Action Taken	None
Summary of Discussion	<p>Phyllis:</p> <p><i>Expended - \$139,186.67</i></p> <p><i>YTD Revenue - \$176,841.46</i></p> <p><i>Available Balance - \$606,535.05</i></p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Standard Business - Budget update
Action Taken	None
Summary of Discussion	<p>Coral:</p> <p>No updates, waiting for Fall enrollment to settle.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	V. Standard Business - Review of New Budget Resource Requests
Action Taken	Approved
Summary of Discussion	<ul style="list-style-type: none"> ● Review/vote on Budget Committee Bylaws: <ul style="list-style-type: none"> ○ 1st - Chelsie, 2nd - Jayna ○ APPROVED
Assignments/Potential Agenda Items	Natasha will send to College Council as an agenda item.
Comments/Information	None

Agenda Topic	V. Old Business - Status of FY22's BRRs
Action Taken	None
Summary of Discussion	<ul style="list-style-type: none"> ● Status of FY22 BRRs from President's Office: <ul style="list-style-type: none"> ○ One-time increase of \$80,000.00 to Marketing's budget <ul style="list-style-type: none"> ■ APPROVED from CARES funding, by Dr Dalpe ○ One-time payment of approx. \$9,000.00 for Institutional Research to run the CCSSE (Community College Survey of Student Engagement) <ul style="list-style-type: none"> ■ APPROVED from CARES funding, by Dr Dalpe ○ One-time payment for Liberal Arts to purchase an ornithology case <ul style="list-style-type: none"> ■ Division funds used
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	VI. New Business
Action Taken	None
Summary of Discussion	None
Assignments/Potential Agenda Items	None
Comments/Information	None

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

Comments/Information	None
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Next meeting: Monday, November 21, 2022

Adjourn: **2:10** PM