

Budget Committee	Nov. 21, 2024 I. Call to Order – PM	Zoom Meeting
Members Present	Casey Otto (Chair), Heather Rikalo, Katy Edmunds, Thomas Herring, Jayna Conkey, Jim Feser, Shannon Council, Benny Buchanan, Natasha Anderson, Troy Wadsworth, Coral Lopez , Kyle Kelly, Randy Miller	
Members Missing		
Guests		
Summary of Actions Taken	Approved 1 BRR request from the Budget office to be paid by tech fees.	
Agenda items for next meeting		

Agenda Topic	II. Approval of Minutes from 9/25/24	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st Heather Rikalo, 2nd – Jayna Conkey with unanimous vote of members present	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Standard Business - a. Review of New Budget Resource Requests	
Action Taken	1 BRRs from the Budget Office approved for use of Tech Fees.	
Summary of Discussion	<p>The new BRR is from the Budget Office. This is a budgeting software that will give NSHE and WNC the ability to utilize our Workday product directly. Currently all WNC's budgeting is processed in Excel spreadsheets. This includes separate spreadsheets for personnel, revenue, expenses and the complete roll up. This will be a one time purchase as currently the budget office already paid for the existing budgeting software. The request is to use tech fees this year normal budgeted funds for the long term.</p> <p>Motion to approve 1st Heather Rikalo, 2nd Jayna Conkey. Approved unanimously.</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	Approved 9 applications to date and awarded \$9799.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - c. Update from CIP subcommittee
Action Taken	None
Summary of Discussion	Link project has fallen behind schedule with a new completion date expected in mid/end of December. Working on bathroom updates to start construction after spring semester. Reynolds building mold remediation has started.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - d. Update from GR subcommittee
Action Taken	None
Summary of Discussion	Submitted for new funding from green up grant totaling \$19 million
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - e. Tech Fees Update
Action Taken	None
Summary of Discussion	Currently spent \$85751 leaving available balance is \$528,713.16 available. Carried over approximately \$130000 from last year which is more than should be carried over. Tech fees need to be spent down. Expectations is that tech fees will level out.
Assignments/Potential Agenda Items	None
Comments/Information	

Agenda Topic	III. Standard Business - f. Budget Update
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Action Taken	
Summary of Discussion	Budget updates with COLA and State budgets moving forward. In a holding pattern with state budgets until the session starts. Training and building new budget software in hopes to be implemented by July 1st 2025.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business – b. Website Review
Action Taken	
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	None

Agenda Topic	V. New Business
Action Taken	None
Summary of Discussion	
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: Nov. 21 3:00-4:30 pm

Adjourn