

<b>Budget Committee</b>	Mar 27, 2024 <b>I. Call to Order – 1:01 PM</b>	Zoom Meeting
<b>Members Present</b>	Casey Otto (Chair), Chelsie Hamtak (Vice Chair), Randy Miller, Songhai Liu, Katy Edmunds, Phyllis Mason, Benny Buchanan, Thomas Herring, Natasha Anderson, Jayna Conkey, Jeff Erickson, Coral Lopez	
<b>Members Missing</b>	Heather Rikalo	
<b>Guests</b>		
<b>Summary of Actions Taken</b>		
<b>Agenda items for next meeting</b>		

<b>Agenda Topic</b>	<b>II. Approval of Minutes from 2/28/24</b>	
<b>Action Taken</b>	Approved	
<b>Summary of Discussion</b>	Motion to approve: 1st – Phyllis Mason, 2nd – Benny Buchanan. Coral Lopez abstained because she was not at that meeting. 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/Outstanding Budget Resource Requests</b>	
<b>Action Taken</b>		
<b>Summary of Discussion</b>	<p>Casey Otto:</p> <p>Patrol Vehicle – \$65,000 was approved already/funding received and it is moving forward. No vote needed. This vehicle will be solely used at WNC.</p> <p>Fallon Request for computers for student use Chelsie Hamtak said student computers should be taken from tech fees. Chelsie moved to approve. Benny seconded. Approved unanimously.</p> <p>Fallon computer towers and monitors for staff use. These are not tech fee. Coral will take to exec team.</p> <p>Mobile Text Alert renewal (Heather Rikalo Request)–for reaching out to students, gathering feedback and student engagement. This could be</p>	

	<p>student fees as well. Someone asked if this different than what counseling does? Chelsie said this is different than what is used for academic advising. Benny said it is for events and happenings. Student life cannot continue to fund it going forward. Asking for tech fees to pay for it. Chelsie moved to approve. Benny seconded. Approved unanimously.</p> <p>VRC - Annual Request for the Veterans Resources Center - \$8,450.00 (annual fee) and request for the Veterans Apprenticeship Program. \$2,800.00. – Goes to exec team.</p> <p>Full time AAll position – immediate. Chelsie said they have only had part time/temporary for years. Would be a transcripts evaluator but do many other tasks. She would like to get it state funded. Said if they had to they could cover 25%. She is looking for a permanent full-time position so it will need to be state funded. Coral needs to take it to exec team. Admissions and Records also needs 2 new pc’s. This Not tech fee. Goes to exec team as well since we don’t have funding for it.</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 Rikalo absent)</p> <p>Casey Otto: CSD has received 36 applications to date, and one cancellation. Total spent: 33,671.10 of 50,000 budget.</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>	<p>Jeff Erickson:</p> <ul style="list-style-type: none"> <li>● Rubber flooring for gym is scheduled.</li> <li>● Perimeter security upgrades all around campus. System will let us have a true ability of lockdown in the event of an emergency. Unlocks/locks doors electronically on a schedule.</li> <li>● Furniture for Thomas Herrings classroom and cedar 217 will be replaced.</li> <li>● Replaced antiquated systems for fire panels on all campuses which he has been working on since he got here. It is a monumental upgrade.</li> <li>● Some white boards being upgraded, too.</li> </ul>
<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>	<p>Coral</p> <p>No new grants reviewed since last update.</p> <p>Nevada Works Good Jobs Challenge Grant update:</p> <p>Good news! Nevada works good jobs challenge – we were awarded \$500,000 for tuition and fees for students and \$400,000 for other development and enhancements.</p>
<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>	Phyllis Mason:

	<p>Tech fees FY 24 beginning balance: \$356,369.29</p> <p>Total Income: \$345,478.59</p> <p>Total Requests: \$479,960.02</p> <p>Purchases: \$261,634.92</p> <p>Balance to spend down: \$221,887.86</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>	
<b>Summary of Discussion</b>	<p>Casey Otto:</p> <p>Last year and year before that they lumped final budget meeting with the normal budget meeting. We will do the rankings as part of our next in April instead of finding a new time or extra time in the meeting.</p> <p>Will we need to invite individuals who made the request to come to the meeting.</p> <p>Coral sent her annual email – about budget sweep days, marking calendars to get all purchasing done well in advance of the deadlines or risk getting your money swept.</p>
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	None

<b>Agenda Topic</b>	<b>IV. Old Business</b>
<b>Action Taken</b>	
<b>Summary of Discussion</b>	<p>Casey Otto:</p> <p>Kennadee’s computer workstations approved and Heather’s position was approved as well. Coral said Heather’s position is funded through</p>

	<p>the general improvement funds but she is also putting forward two new \$3/credit fees. It needs to go through college council first then to the Board for approval. GIP funds would be used for one year only until those fees kick in.</p> <p>Chelsie asked about her previous request for graduation money – is there an annual component or she have to put in a new request for this? She did this in November. It will need to be added to the exec team list.</p>
<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>	Casey Otto: no new business .
<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: April 24, 2024 1:00pm.

Adjorn