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| <b>Budget Committee</b>              | April 30, 2026<br><b>I. Call to Order – 2:35pm</b>                                                                                                                                                                                                                                                                                                                | Zoom Meeting |
| <b>Members Present</b>               | Casey Otto (Standing-Chair), Matthew Shafer, Randy Miller (Standing - Media Services), Heather Rikalo (Standing - College Staff Development), James Feser (Standing-Facility Director), Troy Wadsworth (Standing- IT Intern Director), Kyle Kelly, Coral Lopez (Standing- Budget Director), Chris Ryan, Shannon Council, Jayna Conkey, Sherlyn Vasquez (ASWN Rep) |              |
| <b>Members Missing</b>               | Desirae Blunt-Lampkey                                                                                                                                                                                                                                                                                                                                             |              |
| <b>Guests</b>                        | Ron Belbin, Victor Navarro                                                                                                                                                                                                                                                                                                                                        |              |
| <b>Summary of Actions Taken</b>      | Ranked items to be sent to executive team                                                                                                                                                                                                                                                                                                                         |              |
| <b>Agenda items for next meeting</b> | Committee positions discussion                                                                                                                                                                                                                                                                                                                                    |              |

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| <b>Agenda Topic</b>                       | <b>II. Approval of Minutes from 2/26/26</b>                                                         |  |
| <b>Action Taken</b>                       | Vote to approve minutes                                                                             |  |
| <b>Summary of Discussion</b>              | 1 <sup>st</sup> vote to motion was Jim Feser, motion was seconded by Shannon Council<br>All Approve |  |
| <b>Assignments/Potential Agenda Items</b> | None                                                                                                |  |
| <b>Comments/Information</b>               | None                                                                                                |  |

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| <b>Agenda Topic</b> | <b>III. Standard Business - a. Review of New Budget Resource Requests</b>                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Action Taken</b> | Ranked budget requests: Voted 1 <sup>st</sup> by Heather, 2 <sup>nd</sup> by Troy, all approve<br><br><ol style="list-style-type: none"> <li>1. Testing Center 77K (minus 10K for supplies)</li> <li>2. Fallon Library Supervisor Position 82K</li> <li>3. Testing Center Supplies 10K</li> <li>4. Funds for HR Conferences 10K</li> </ol><br>Requests recommended for not funding<br><ol style="list-style-type: none"> <li>1. Maxient Case Management System 23K</li> </ol> |  |

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|                                                  | <p>2. Monthly Budget for Employee Engagement \$7,200</p> <p>3. Employee Recognition Program 6K</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p><b>Summary of Discussion</b></p>              | <p>Went through budget requests:</p> <ul style="list-style-type: none"> <li>• Ron Belbin- Pay bump for testing proctors through his budget/77k but 10K of that is for supplies. Current is 35K but it is not sustainable at this rate. Looking to expand the number of students and staff. Also, looking at offering different testing to make money. Full 77K through state funding GIP</li> <li>• Ron Belbin- Library Supervisor Position for Fallon/ 82K. This would be a full-time position for the Fallon campus. Have had trouble covering with only 2 part-time students covering. More students coming through especially with Nursing coming soon. Would like to move the testing center out of Sage and into the library as well. 10 years without a full-time 8-5 position.</li> <li>• Victor Navarro- Yearly conference and training/10K- Classes to take to stay compliant. Same for Lindsey as well.</li> <li>• Victor Navarro- Case Management Software-23K-This covers for 3 years of the product. Helps with tracking FMLA and other issues. Doing it by hand through spreadsheets now.</li> <li>• Lindsey Metzger(presented by Victor)- Budget for employee engagement/7,200- Money for employee relations to keep morale high. Different events through the year.</li> <li>• Lindsey Metzger(presented by Victor)-New software for employee recognition/6K yearly- Program where a person can be recognized or get an award. Includes money and gifts for people.</li> </ul> |
| <p><b>Assignments/Potential Agenda Items</b></p> | <p>None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Comments/Information</b></p>               | <p>Discussion on items:</p> <p>Regarding the 77K for the Testing Center Jim asked Ron if that number was just for staff which Ron replied about 10K for supplies like photography classes. Ron also mentioned that the money will go to have 2 people on at a time which is need to protect the integrity of the center. They are looking at getting all of the testing on the Carson campus to go through the lab.</p> <p>In regards to the Fallon Library Supervisor position it was asked if the position would be split between Fallon and Carson which Ron said it would be just for Fallon. Jayna asked which one is best for Ron. Ron</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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|  | <p>said it was tough to rank one above the other and would prefer both. Been putting in for the Fallon position for years.</p> <p>After Victor talked about going for required training Heather asked if there has been an increase in his area with student activity. Victor said no.</p> <p>The budget for employee relations was then discussed with Casey asking how many events they do a year. Victor said about 9. Heather than asked if there is any funding associated with Lindsey's position to which Coral replied to Heather no.</p> <p>A discussion occurred with the employee recognition software where Troy brought up that all software has to go through IT and this was not discussed with IT at all.</p> <p>It was also discussed that we add a line on the BRR request form that all software must go through IT approval before coming up for a vote in future cases.</p> |
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| <b>Agenda Topic</b>                       | <b>III. Standard Business - b. Update from CSD subcommittee</b> |
| <b>Action Taken</b>                       | None                                                            |
| <b>Summary of Discussion</b>              | Heather Rikalo: No new updates                                  |
| <b>Assignments/Potential Agenda Items</b> | None                                                            |
| <b>Comments/Information</b>               | <b>None</b>                                                     |

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| <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>James Feser:</p> <ul style="list-style-type: none"> <li>*Bristlecone restrooms are complete. Final Bill is ready</li> <li>*Reynolds project continuing. Roof is done. 101 and 102 are ready. Still working on some interior rooms. Moving some things from Reynolds into the Auto shop for storage. New front steps in the front of building. Early August completion.</li> <li>*Fallon Pinon project is working on stuff behind the wall. Early August completion</li> <li>*Douglas remodel project. Interviewing contractors for project with Plenium builders getting the job. The architect will have final docs in June. Estimates looking good. November start date with a finish around Aug of 2027</li> </ul> |

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|                                           | *Aspen café update. Frame architecture with Muller designs. Looking at early next year construction<br>*Observatory update. Looking at architects |
| <b>Assignments/Potential Agenda Items</b> | None                                                                                                                                              |
| <b>Comments/Information</b>               | None                                                                                                                                              |

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| <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: No new grants                                           |
| <b>Assignments/Potential Agenda Items</b> | None                                                           |
| <b>Comments/Information</b>               | None                                                           |

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| <b>Agenda Topic</b>                       | <b>III. Standard Business - e. Tech Fees Update</b>                                                                                                                                                                                                                                                                                                                                     |
| <b>Action Taken</b>                       | None                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Summary of Discussion</b>              | Troy: Arctic Wolf is now online and working. TMCC doesn't have it and got it with an attack that Arctic Wolf caught at WNC. Just a few programs left to pay excluding Arctic Wolf which was paid. 46K pending with 346K left.<br>Looking at a new app called crew resource management. Helps track applicants at WNC and will send notices to students about what to do in the process. |
| <b>Assignments/Potential Agenda Items</b> | None                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Comments/Information</b>               | None                                                                                                                                                                                                                                                                                                                                                                                    |

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| <b>Agenda Topic</b>          | <b>III. Standard Business - f. Budget Update</b>                                                                                                                                            |
| <b>Action Taken</b>          | None                                                                                                                                                                                        |
| <b>Summary of Discussion</b> | Casey Otto: Doing budget sweeps on campus. Had Budget training last week for state of Nevada. Using the same funding. We are pushing for the small institution factor to be funded at 100%. |

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

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| <b>Agenda Topic</b>                       | <b>IV. Old Business –</b>    |
| <b>Action Taken</b>                       |                              |
| <b>Summary of Discussion</b>              | Casey Otto: No old business. |
| <b>Assignments/Potential Agenda Items</b> | None                         |
| <b>Comments/Information</b>               | None                         |

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

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

Next meeting: May 28<sup>th</sup> at 2:30pm

Adjourn at 3:57pm