



Minutes

Committee Name: Budget Development Committee

Date: March 2, 2021

Time: 1:00PM

Location: Zoom

Present: Lisa Couch, Matt Crow, Debbie Gregory, Kelly Potten, Frank Timpone, Kristie Nichols, Heather Ostash, Corey Marvin

Absent: Matt Jones

Non-members in attendance:

1. **Call to Order** - 1:03pm
2. **Approval of Agenda** - Agenda approved with no changes.
3. **Approval of Minutes and Action Items** - Minutes reviewed and approved from 2/23/21 with no changes.
 - 3.1 Lisa will take input from committee back to the DWBC regarding district-wide reserve balances and uses.** Action pending. Lisa reported the DWBC meeting was rescheduled to Thursday, March 4, 2021.
 - 3.2 Lisa will notify COVID requestors with committee decisions and recommend they shop vendor on mailers.** Action completed.
 - 3.3 Lisa will do benefits summary on creating a Scheduled Maintenance fund and bring back to the group for review.** Future agenda item.
4. **District Wide Budget Committee** - The meeting was rescheduled for this Thursday. The committee is currently working on a reserve policy and information on an internal allocation model. The committee discussed the outlook on the recommendations the DWBC are moving forward. We hope that they are considering what we bring forward with common ground and common sense as key factors.
5. **Budget Augmentations** - Lisa provided the updated worksheet with the recent Budget Augmentations. The February augmentations were all related to Inmate Education and were offset by additional revenue.
6. **COVID Requests** - Lisa provided the COVID funding worksheet summary. There were 3 new requests for the committee to review. One request was to support testing for athletes. Heather explained the testing fee goes to student insurance first then the state. The \$20,000 is a max to have as a



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resource in case the college needs funding for tests. Heather explained there is no current data to compare cycles on spending. The cost is currently \$90 per test. There was some concern about approving request and not spending all of the funds. Lisa stated the COVID funds are being monitored and we can address if needed. The committee approved funding.

The committee reviewed request to provide microphones and cameras to improve tutoring interactions. The equipment will be primarily used by tutors. Lisa confirmed Mike Campbell in IT is also aware of this requests and it was approved by the committee.

Kevin King submitted request for additional security coverage to adhere with the Spectator Policy for athletic events. Since we are not allowing spectators a security officer would be available at the scheduled basketball and volleyball games to address questions or spectators. The committee approved this request.

Action: Lisa will notify requestors with the COVID funding approvals.

7. Future Agenda Items

7.1 Funding for Scheduled Maintenance.

7.2 Review 19/20 R1 and 20/21 PI once we have a chance to see the impact.

8. Review Action Items:

8.1 Lisa will notify requestors with the COVID funding approvals.

9. **Meeting Recap for Report-Out** - The committee reviewed the budget augmentations and COVID funding requests. They identified a couple future agenda items. Lisa asked everyone to confirm they received the College Council meeting invite for March 4, 2021 for the RRA presentations.

10. Future Meeting Dates

March 9, 2021 @ 1PM
March 15, 2021 @ 1PM

April 19, 2021 @ 1PM
April 27, 2021 @ 1PM



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March 23, 2021 @ 1PM

April 6, 2021 @ 1PM

April 13, 2021 @ 1PM

May 4, 2021 @ 1PM

May 11, 2021 @ 1PM

11. Adjournment

Meeting Chair: Lisa Couch

Recorder: Crystal Leffler