



BUDGET COMMITTEE MEETING MINUTES

Tuesday, April 28, 2020

This meeting was conducted remotely via Zoom.

ATTENDANCE:

Sarah Segal	Eric Clanton	Mike Taphouse
Robin Feuerbacher	Darcy Long-Curtiss	Mary Kramer
Antonio Baptista	Dr. Marta Cronin	Susan Lewis
Dave Mason	Michael Mallery	Kelsey Contreras
Kim Morgan	Courtney Judah	Shayna Dahl
Tim Arbogast	Gerardo Cifuentes	Margaret Myers
Jonathan Fost	Lori Ufford	
Marilyn Wong	Danny Dehaze	
Fritz Ellett	Steph Hoppe	

1.0 CALL TO ORDER

Chair Kim Morgan of the Board of Education called the meeting to order 6:01pm.

2.0 WELCOME

Introductions

Chair Morgan welcomed everybody and introduced individuals who had joined the Zoom meeting.

2.1 Elect Budget Committee Chair

Sarah Segal nominated Tim Arbogast as Chair of the Budget Committee. Antonio Baptista seconded. Motion passed unanimously.

2.2 Elect Budget Committee Vice-Chair

Antonio Baptista nominated Robin Feuerbacher as Vice Chair of the Budget Committee. Sarah Segal seconded. Motion passed unanimously.

2.3 Review Oregon Budget Law, Role of Budget Committee and Meeting Guidelines

Mike Mallery, Budget Officer, reviewed the expectations for the budget meeting and Oregon Budget Law. Additionally, he went over general purposes, roles of Budget Committee and meeting guidelines. Mike also announced a second meeting date of May 5th, should an additional time be required to review the budget.

3.0 PUBLIC COMMENT – 2020-21 PROPOSED BUDGET

Adam Gietl presented a statement to the Budget Committee that was read aloud by Margaret Myers on his behalf. Adam was concerned that, after reviewing the budget, the current set of employee layoffs was not entered into the proposed budget even though those layoffs were reportedly because of the pandemic. He referenced the Board of Education's questioning of these actions at the Board meeting a week prior, and he encouraged the Budget Committee members to also continue to reflect and ask questions pertaining to these measures.

4.0 PRESENTATION OF PROPOSED BUDGET

4.1 Orientation & Summary of Budget Document

Mike Mallery went over some of the basic numbers of the proposed budget. The overall ending fund balance was \$1,396,603 – up 6.3% from the 2019-2020 budget.

When asked what the primary challenges were with the proposed budget and how they were addressed, Mike stated that the three biggest challenges were COVID-19, healthcare benefits, and focusing on building the skill center and the programs that will go into it. Mike stated that there were some reserves such as \$3.5 million from The Dalles and Wasco County to be allocated upon receiving a certificate of occupation from the skill center as well as \$1.5 million from the Port of The Dalles that is unrestricted.

With regards to the recent layoffs, some positions are still in the budget as is. Some have been written in as different positions. A few are no longer there based on the college's needs. Many of these decisions were made pre-COVID.

4.2 2019-20 Budget Message

President Dr. Cronin stated this budget will have positive outcomes for the college. This budget will focus on improvements and will better position the college towards new innovation. While the college is hoping to transition back to in-person classes for fall, this could happen in phases, and the primary focus is still on online classes.

4.3 Presentation of Proposed Document

The Budget Committee went through the General and Other Fund documents and discussed noticeable changes to the proposed budget.

- Instruction has been adjusted to budget for the new curriculums and materials that the skill center will bring, but it is down overall by about 2.1%.
- Nursing was down quite a bit, but this was due to the former program director retiring. Rather than hire on a new one, the interim director will continue on in her current capacity.
- ESOL is down quite a bit as of now due to lower numbers last year. This could change next year if enrollment increases in the fall.
- The budget for Distance Ed. was eliminated and the resources were combined with the library in order to make the library more of a learning

hub. The technology that had been purchased for Distance Ed. came out of a USDA grant.

- The Assistant Registrar position was eliminated due to the smaller size of CGCC. The person who held this role was moved elsewhere.
- Some Student Services positions were moved elsewhere.
- An accreditation role was added via moving a staff member.
- Resource development was down by about half, with the proposed idea that the CGCC Foundation will be funding the other half.
- The numbers for Facilities is lower. For the present, there are fewer spaces to clean and maintain with campus being closed, but the team has been retained. The college is being cautious and delaying positions.
- Benefits look noticeably higher due to PERS, but also the rolling out of the Early Retirement incentive plan.
- The SBDC is grant funded and has a separate budget that is reported.

5.0 PUBLIC COMMENT – 2020-21 PROPOSED BUDGET

No comments were presented.

6.0 OTHER

The Budget Committee deliberated and discussed that there is a need to review and also revise the budget narrative before proceeding.

7.0 MOTIONS

MOTION #1 – APPROVED

Antonio Baptista moved that **the Columbia Gorge Community College Budget Committee table the approval of the 2020-2 budget until May 5th, 2020.**

Sarah Segal seconded. Motion passed 9-2: Fritz Ellett and Darcy Long-Curtiss opposed.

8.0 ADJOURN

The meeting adjourned at 8:00pm.

As recorded by Margaret Myers
Administrative Assistant to the President and Board of Education