



BOARD AGENDA ITEM: 5.2 –Budget Committee Meeting Minutes
DATE: July 14, 2015

BUDGET COMMITTEE MEETING MINUTES
Tuesday, April 28, 2015
The Dalles Campus – Board Room

ATTENDANCE:

Dr. Ernie Keller	John Kasberger	Tiffany Prince
Dave Fenwick	Arthur Babitz	Bill Bohn
M.D. Van Valkenburgh	Karen Fairchild	Robb Van Cleave
Charleen Cobb	Dan Ericksen	Lori Ufford
Charlotte Arnold	John Hutchison	Lisa Deswert
Stu Watson	Dr. Frank Toda	Emily McDonald
Dr. James Willcox	Will Norris	

1.0 CALL TO ORDER

M.D. Van Valkenburgh called the meeting to order 6:01 pm.

2.0 WELCOME AND INTRODUCTIONS

2.1 Elect Budget Committee Chair

Dave Fenwick nominated Arthur Babitz as Budget Committee chair with Stu Watson providing a second to the motion. Dr. Keller moved to close nominations and Dr. Willcox seconded. Motion passed unanimously.

2.2 Elect Budget Committee Vice-Chair

John Hutchison nominated Dan Ericksen as Budget Committee vice-chair, with a second to the motion from Dr. Willcox as well as moving to close nominations. Charleen Cobb seconded to close nominations. Motion passed unanimously.

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

Will Norris, chief financial officer, reviewed the expectations for the budget meeting.

2.4 Motion on meeting recess/adjournment

Dr. Keller moved that throughout the Budget Committee meetings each meeting ended by 9:30pm every night. Dr. Willcox seconded. Motion passed unanimously.

3.0 PUBLIC COMMENT – PROPOSED BUDGET AND ACHIEVEMENT COMPACT

Chair Babitz opened the floor for public comment at 6:12 pm regarding the 2015-16 proposed budget and achievement compact.

Columbia Gorge Community College Chemistry Instructor Robert Kovacich provided input as well as Tiffany Prince read into the record a letter from Representative John Huffman.

The public hearing was closed at 6:16 pm.

4.0 PRESENTATION OF PROPOSED BUDGET AND ACHIEVEMENT COMPACT

4.1 Orientation to Budget Document

Will Norris reviewed the budget document with the committee.

4.2 Presentation of Proposed Budget and Achievement Compact

Will Norris provided presentation to the Budget Committee.

Chair Babitz adjourned for a break at 7:10 pm.

The meeting was resumed at 7:20 pm.

5.0 PUBLIC COMMENT – PROPOSED BUDGET AND ACHIEVEMENT COMPACT

Chair Babitz opened the floor for public comment at 8:18 pm regarding the 2015-16 proposed budget and achievement compact.

As there were no persons wishing to provide comments, the public hearing was closed at 8:19 pm.

6.0 MOTIONS

MOTION #1 – APPROVED

Charlotte Arnold moved to **increase budgeted Property Tax receipts in the General Fund by \$75,000 to \$1,090,563**. Dr. Keller seconded. Motion passed unanimously.

MOTION #2 – APPROVED

Charlotte Arnold moved to **increase Debt Service appropriations in the Capital Projects Fund to \$87,000**. Dr. Keller seconded. Motion passed unanimously.

MOTION #3 – APPROVED

Charlotte Arnold moved to **increase Student Services appropriation by \$5,552 to \$714,403 in the General Fund**. Dr. Keller seconded. Motion passed unanimously.

MOTION #3 – APPROVED

Charlotte Arnold moved to **increase budgeted beginning balance in the Grant Fund by \$10,000**. Dr. Keller seconded. Motion passed unanimously.

7.0 RECESS

The meeting was recessed to resume on Tuesday, May 5 at 6:00 pm.

BUDGET COMMITTEE MEETING MINUTES
Tuesday, May 5, 2015
The Dalles Campus – Board Room

ATTENDANCE:

Dr. Ernie Keller	Arthur Babitz	Tiffany Prince
Dave Fenwick	Marilyn Wong	Bill Bohn
M.D. Van Valkenburgh	Shawn Whalen	Robb Van Cleave
Charleen Cobb	Karen Fairchild	Lori Ufford
Charlotte Arnold	Dan Ericksen	Lisa Deswert
Stu Watson	John Hutchison	Emily McDonald
Dr. James Willcox	Dr. Frank Toda	
John Kasberger	Will Norris	

1.0 CALL TO ORDER

Chair Babitz called the meeting to order 6:01 pm.

2.0 WELCOME AND INTRODUCTIONS

President Dr. Toda provided a brief welcome to the Budget Committee and audience.

3.0 PUBLIC COMMENT – PROPOSED BUDGET AND ACHIEVEMENT COMPACT

Chair Babitz opened the floor for public comment at 6:07 pm regarding the 2015-16 proposed budget and achievement compact.

Columbia Gorge Community College Chemistry Instructor Robert Kovacich provided input as well as Biology Instructor Kevin McCabe.

The public hearing was closed at 6:29 pm.

4.0 MOTION – DISCUSSION

John Hutchison moved to make an addition to the agenda. Adding a discussion section to the agenda to take place immediately. Shawn Whalen seconded. Motion passed unanimously.

The Budget Committee then proceeded to discuss various aspects of CGCC regarding the current vacant employment positions, college administration, student access and services, and the Hood River campus.

5.0 PRESENTATION OF PROPOSED BUDGET AND ACHIEVEMENT COMPACT

5.1 Institutional Support Reduction Options

Will Norris, Bill Bohn, Lori Ufford, and Robb Van Cleave presented their individual departmental budgets with the budget document to the committee.

*Chair Babitz adjourned for a break at 7:40 pm.
The meeting was resumed at 7:54 pm.*

5.2 Course Reduction Options

Lori Ufford provided presentation to the Budget Committee regarding class reductions and section cuts.

6.0 MOTIONS

MOTION #1 – APPROVED

John Hutchison moved to **recommend the reserve budget implementation policy presented for the Board of Education to consider and adopt in conjunction with adopting the budget.**

Dr. Keller seconded. Motion passed unanimously.

MOTION #2 – APPROVED as AMENDED

Karen Fairchild moved to **have the college administration come up with a reduction plan by reducing Institutional Support from 25 to 20 percent and transferring the funds to Student Services.** Discussion ensued about that being a significant reduction. John Kasberger moved to amend the original motion asking **the college administration come up with a plan of reducing Institutional Support by \$272,000 and transferring the funds to Student Services.**

Dan Ericksen seconds the amended motion. Charlotte Arnold moves to approve the amended motion with a second from Dr. Keller. Amended Motion passed unanimously.

MOTION #3 – APPROVED

Dave Fenwick moved to **allow the college administration freedom to not only consider taking funds from Institutional Support but also from dropping course offerings.** Stu Watson seconded. Motion passed unanimously.

7.0 RECESS

The meeting was recessed at 10:02 pm to resume on Wednesday, May 7 at 6:00 pm.

BUDGET COMMITTEE MEETING MINUTES

Thursday, May 7, 2015

The Dalles Campus – Board Room

ATTENDANCE:

Dr. Ernie Keller

Dave Fenwick

M.D. Van Valkenburgh

Charleen Cobb

Charlotte Arnold

Stu Watson

Dr. James Willcox

John Kasberger

Arthur Babitz

Marilyn Wong

Shawn Whalen

Karen Fairchild

Dan Ericksen

John Hutchison

Dr. Frank Toda

Will Norris

Tiffany Prince

Bill Bohn

Robb Van Cleave

Lori Ufford

Lisa Deswert

Emily McDonald

1.0 CALL TO ORDER

Chair Babitz called the meeting to order 6:01 pm.

2.0 WELCOME AND INTRODUCTIONS

President Dr. Toda provided a brief welcome to the Budget Committee and audience thanking them for their attendance through the three days of budget meetings.

3.0 PUBLIC COMMENT – PROPOSED BUDGET AND ACHIEVEMENT COMPACT

Chair Babitz opened the floor for public comment at 6:09 pm regarding the 2015-16 proposed budget and achievement compact.

Columbia Gorge Community College Business Management Instructor Pam Ritzenthaler provided input and Tiffany Prince read three letters into the record from Hood River School District Superintendent Dan Goldman, CGCC English & Writing Instructor Kristie Towell, and CGCC Computer Applications/Office Systems Instructor Grace Windsheimer.

The public hearing was closed at 6:21 pm.

4.0 PRESENTATION OF PROPOSED BUDGET AND ACHIEVEMENT COMPACT

4.1 Institutional Support Reduction Options

Will Norris presented level cuts to Institutional Support and the level equivalent additions to Student Services options for the Budget Committee to consider in regards to Motion #2 from the May 5th Budget Committee meeting.

*Chair Babitz adjourned for a break at 7:54 pm.
The meeting was resumed at 8:03 pm.*

4.2 Instructional Reduction Options

Lori Ufford and Will Norris provided presentation to the Budget Committee regarding class reductions and section cuts per Motion #3 from the May 5th Budget Committee meeting.

5.0 MOTIONS

MOTION #1 – APPROVED

Karen Fairchild moved to **recommend to the Board of Education to set policy for next year's budget that Institutional Support as percent of departmental expense will be more in line with other Oregon Community Colleges** Dr. Keller seconded. Motion passed unanimously.

MOTION #2 – FAILED for LACK OF MAJORITY

Stu Watson moved to **modify the budget by reducing Institutional Support through the presented \$272,000 level cuts and the increase of \$272,000 to Student Services.** John Hutchison seconded. Motion failed for lack of majority vote.

MOTION #3 – APPROVED

Dan Ericksen moved to **increase support to Student Services and amend the budget by accepting the first level cut presented, transferring \$43,798 from Institutional Support to Student Services.** Dr. Willcox seconded. Motion passed unanimously.

MOTION #4 – FAILED for LACK of QUORUM

Dave Fenwick moved to **include the yellow recommendations from college administration amending the budget by transferring \$126,570 from Institutional Support to Student Services.** Stu Watson seconded. Motion failed as it did not achieve majority of quorum votes.

MOTION #5 – APPROVED

Dr. Keller moved to **The Columbia Gorge Community College Budget Committee approves the 2015-16 budget and Achievement Compact as presented or as modified.** Charleen Cobb seconded. Motion passed unanimously.

MOTION #6 – APPROVED

Dr. Willcox moved to **The Columbia Gorge Community College Budget Committee approves the permanent tax rate levy of \$0.2703 per \$1,000 for the General Fund for the 2015-2016 fiscal year for the College district in Hood River and Wasco Counties.** John Hutchison seconded. Motion passed unanimously.

MOTION #7 – APPROVED

Dan Ericksen moved for **Columbia Gorge Community College Budget Committee to approve the College district property tax levy in Hood River and Wasco Counties in the amount of \$1,421,325 for the Debt Service Fund District G.O. Bonds for the 2015-16 fiscal year.** Dr. Keller seconded. Motion passed unanimously.

6.0 ADJOURNMENT

The meeting was adjourned at 8:52 pm.

As recorded by Tiffany Prince,
Administrative Assistant to the President and Board of Education