Board of Education Chair Rick Howell called the meeting to order at 6:00 p.m. Members of the Budget Committee met in Tioga Hall, Room 505. Due and proper public meeting notice was provided.

**ATTENDANCE**

*Board of Education Budget Committee (quorum present)*

- Rick Howell (Chair)
- Harry Abel
- Susan Anderson
- David Bridgham
- Julie Kremers
- Judy May-Lopez
- Mark Gagnon
- Mike Gaudette
- Randy Mason
- Mark McKelvey
- Mike Sickels (ph)
- Timm Slater

*Absent:*
- Marcia Jensen
- Deb Nicholls (Recording Secretary)

**Staff**

- Patty Scott (President)
- Phill Anderson
- Robin Bunnell
- Tim Dailey
- Leigh FitzHenry
- Kat Flores
- Mike Herbert
- Linda Kridelbaugh
- Rocky Lavoie
- Tom Nicholls
- Monty O’Dell
- Ron Olson
- Janet Petti
- Diana Schab
- Rachele Summerville
- Jeff Whitey

**BUDGET COMMITTEE MEMBERS**

**2013-14 BUDGET COMMITTEE ROSTER, EXHIBIT # 2 A**

Copies of the roster were included in the meeting material.

**OATHS OF OFFICE, EXHIBITS # 2 B 1-3**

Chair Howell administered Oaths of Office to Mark Gagnon, Randy Mason and Mark McKelvey.

**Mark Gagnon**

Mark Gagnon promised to support the Constitution of the United States, the Constitution of the State of Oregon and the policies of the Southwestern Oregon Community College District during his term as a member of the Budget Committee.

**Randy Mason**

Randy Mason promised to support the Constitution of the United States, the Constitution of the State of Oregon and the policies of the Southwestern Oregon Community College District during his term as a member of the Budget Committee.

**Mark McKelvey**

Mark McKelvey promised to support the Constitution of the United States, the Constitution of the State of Oregon and the policies of the Southwestern Oregon Community College District during his term as a member of the Budget Committee.
SELECTION OF OFFICERS

Budget Committee Chair

David Bridgham’s motion to nominate Mike Gaudette, Budget Committee Chair, was seconded by Harry Abel. Upon call for the vote, the \textit{MOTION PASSED} unanimously.

Budget Committee Vice-Chair

Rick Howell’s motion to nominate Judy May-Lopez, Budget Committee Vice-Chair, was seconded by David Bridgham. Upon call for the vote, the \textit{MOTION PASSED} unanimously.

AGENDA CHANGES

No changes noted.

CONSENT AGENDA

David Bridgham’s motion to approve the Consent Agenda, as presented, was seconded by Susan Anderson. Upon call of the vote, the \textit{MOTION PASSED} unanimously.

BE IT RESOLVED, that the Board of Education and Budget Committee of Southwestern Oregon Community College District reviewed and approved the Budget Committee meeting minutes dated May 14, 2012, Exhibit # 4 A 1.

2013-14 RECOMMENDED BUDGET

Budget Overview

President Patty Scott provided an overview of the College’s budgeting process and history, which included a PowerPoint presentation. She explained the $1.5 million budget problem the College faces due to a 5% decline in enrollment, PERS increases, use of one-time monies, contractual obligations, and new positions or changed positions not budgeted in the current budget. The gap is being bridged by restructuring and reorganizing areas experiencing retirements, putting some positions on hold, reducing travel and supplies, raising tuition and fees by CPI, adding a Paramedic program fee, using one-time monies, and establishing a spending freeze for next year. She clarified how the budget was tied to the Achievement Compact.

It was noted that no reduction in force, loss of classified positions, or furlough days occurred as a result of balancing the budget through a collaborative committee process. One MASSC and one faculty position were lost due to retirements and the positions not being filled. Areas were restructured/reorganized to be more efficient and help with completion and retention and all contractual obligations were honored.

Achievement Compact, Exhibit # 5 B

Copies of the draft 2013-14 Compact were included in the meeting materials. It was noted that following various campus groups’ review, the final version would be taken to the Board in June for adoption.

Presentation of Budget

- \textbf{2013-2014 Recommended Budget, Exhibit # 5 C 1}

Copies of the Recommended Budget were included in the meeting materials and revisions to the document were noted.

Vice President Linda Kridelbaugh provided a brief overview stating that Other Income and Loan Proceeds information to be adjusted (pg 21).
2013-14 Supplemental Documentation of ± $5,000 Changes, Exhibit # 5 C 2

Copies of the supplemental documentation were included in the meeting materials. Scott, Kridelbaugh, Phill Anderson, Janet Pretti, Kat Flores, Rocky Lavoie, Tom Nicholls, and Mike Herbert provided detailed explanations of budget changes plus or minus $5,000.

The internal budget committee consists of 14 members from across campus. They worked tirelessly to review every line item in the budget to present a balanced budget to the Board’s Budget Committee.

Rachel Summerville explained that the College could no longer do payroll deductions or payroll advances because of it being public money. Kridelbaugh clarified that the Unappropriated Fund Balance was truly unappropriated funds.

Mark McKelvey inquired as to a possible ‘priority list’ should the revenue forecast be higher than expected. Scott explained that any savings realized would go into the Ending Fund Balance (EFB) for next year’s budget as the state’s budget probably wouldn’t be passed before July, which is after the College’s budget must be passed. She added that she was working to restore the EFB back to what it once was ($2 million).

PUBLIC COMMENT

Budget Chair Mike Gaudette called for public comment. Hearing none, the Board proceeded to the approval of the 2013-2014 Budget document.

BUDGET COMMITTEE RECOMMENDATION

Approval of Recommended Budget, Exhibit # 7 A

Copies of the resolution were included in the meeting materials.

Bdgt M05/13-4

Susan Anderson’s motion to approve the Recommended FY14 (2013-2014) General, Financial Aid, Trust and Agency, Special Projects, Plant, Enterprise, Insurance Reserve, Debt Service Fund, and Internal Service Fund budgets that includes a tax rate of $.7017 per $1,000 assessed valuation, unchanged from previous years, as amended, was seconded by Julie Kremers. Upon call for the vote, the MOTION PASSED unanimously.

ADJOURNMENT

No further business was presented and the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Mike Gaudette, Budget Committee Chair

Patty Scott, Clerk

Deb Nicholls, Recording Secretary