

**MINUTES OF THE MAY 18, 2005
CLATSOP COMMUNITY COLLEGE
BUDGET COMMITTEE**

I. CALL TO ORDER

The meeting was called to order by Chair Eileen Chevront at 6 p.m.

Budget Committee Members Present: Eileen Chevront, Jan Roberts, Robert Stricklin, Frank Satterwhite, Karen Mellin, Al Arp, Julie Flues, Wendy Howie, Marilyn Lane, Laura Harris, Paul Gillum. Budget Committee Members Absent: Doug Grant, Rosemary Baker-Monaghan, Nancy Pyburn. Others Present: Julie Bonn-Heath, President Greg Hamann, Deputy Clerk Lindi Overton, and Recording Secretary Kari Walsh.

II. ADOPTION OF AGENDA

Robert Strickland **moved to approve the agenda as presented.** Al Arp seconded. The motion carried unanimously.

III. INTRODUCTION OF GUESTS

Chair Eileen Chevront asked those present to introduce themselves.

IV. APPROVAL OF MINUTES

Al Arp **moved to approve the minutes of the April 28, 2005 Budget Committee Informational Meeting as presented.** Wendy Howie seconded. The motion carried. Robert Stricklin abstained as he was not present at that meeting.

VI. REVIEW OF BUDGET MESSAGE AND RELATED MATERIALS

Lindi Overton gave a PowerPoint presentation regarding the CCC Proposed 2005-2006 Budget and Budget Message. The actual Budget Document was mailed to Budget Committee members in advance of the May 18th meeting. As required by law, the Budget Document contained the actual revenues and expenditures for Fiscal Years 2002-03 and 2003-04; the current year's adopted budget, Fiscal Year 2004-05; and the proposed budget for Fiscal Year 2005-06. Included in the Budget Message was a description of the various funds used by the College as well as the processes utilized to develop the budget. It was also noted the College continues to focus on using its strategic plan as a guiding document to making budget decisions.

VII. BUDGET COMMITTEE DELIBERATIONS

Lindi Overton then gave a brief review of revenues and expenditures for the various funds, and provided clarification as necessary. The issue was raised regarding whether the College had a

“safety net fund” that would enable the College to maintain a level of services in leaner times. Lindi Overton said that it did, and referred to the College’s Strategic Plan which called for building “budgets that include a minimum \$100,000 “Contingency Reserve” in order to achieve and maintain a fund balance equal to 15% of total annual revenues.” However, the reserve on hand does not yet meet that goal.

After some further discussion, Robert Strickland moved that the FY06 Clatsop Community College budget in the aggregate amount of \$16,909,524 be approved as proposed and that the permanent tax rate of \$.7785 per \$1000 of assessed value be assessed in support of the General Fund. Paul Gillum seconded. Eileen Chevront asked if there were any further discussion or public comments. Frank Satterwhite asked why the motion did not state “be recommended to the Board” rather than “be approved.” Lindi Overton explained this was the same language used in the past for this motion, but that the motion could be amended if the Budget Committee chose to do so. Robert Stricklin amended the original motion to state “***be recommended to the Board.***” Frank Satterwhite seconded the amendment. Eileen called for the vote on the amendment. The motion carried unanimously. Eileen Chevront then called for the vote on the amended motion which read as follows: **Move that the FY06 Clatsop Community College budget in the aggregate amount of \$16,909,524 be recommended to the Board as proposed and that the permanent tax rate of \$.7785 per \$1000 of assessed value be assessed in support of the General Fund.** The motion carried unanimously.

VIII. PUBLIC COMMENTS/CITIZEN TESTIMONY

None came forth.

IX. SET FUTURE MEETING DATES

No future meeting dates were required.

X. OTHER

No comments.

XI. ADJOURNMENT

Without further business, the Budget Committee Meeting was adjourned at approximately 7:10 p.m.

Eileen Chevront, Chair

Al Arp, Secretary

Kari Walsh
Recording Secretary