

**Oregon Coast Community College**  
**Budget Committee Meeting**

Minutes of Budget Committee – Wednesday, May 18 at 6:00 PM  
OCCC – Central County Campus  
Newport, OR 97366

**BUDGET COMMITTEE MEETING**

**I. Call to order**

OCCC Board of Education Chair Chris Chandler called the meeting to order at 6:01 p.m.

**II. Roll Call**

Budget Committee members attending: Bigelow, Chandler, Crawford, Emery, Hurley, Kilduff, Murphy, Nelson-Robertson, Osterlund, Ouderkirk, Pryor, Ryer and Welch  
Budget committee members excused: Roumagoux

**III. Elect Chair of Budget Committee**

Crawford moved, Ouderkirk seconded and Herman Welch was voted in as Chair.

**IV. Review budget process, timeline, roles**

Ryslinge welcomed all present and reviewed the budget approval process. As in previous years, the Budget Committee will be asked to review, provide input, and approve the preliminary OCCC budget either this evening, or at a subsequent meeting if more time is needed. The preliminary budget was developed over the last few months by the president and budget officer with input and guidance from others. Once approved, the president and budget officer will finalize the preliminary budget (as final numbers become available) and present it to the Board of Education for its adoption at its next regularly scheduled meeting. If the preliminary budget is not approved tonight, the Budget Committee will be invited back on May 23<sup>rd</sup> for additional discussion/deliberation.

**V. Presentation of the proposed 2016-17 OCCC Budget**

Ryslinge explained that last year's 350K structural gap (difference between revenue/expense) has been reduced to 200K. Ryslinge had committed to removing the gap in three years. To date, one-third of that gap has been eliminated. The preliminary budget is balanced, maintaining the 15% reserve, and also \$200K added to an internal reserve to set aside funding for larger projects as needed. The budget will also once again include some funding of strategic initiatives related to the Big Five strategies. The exact amount will be dependent upon the final 15-16 year end balance. Ryslinge went over key components of the budget message. The full budget message is embedded in the 16-17 budget document.

**VI. Public Comment**

Welch asked the audience if there were any comments on the budget document. There were none.

## **VII. Discussion**

Chandler read the email sent to her from Budget Committee member Sandra Roumagoux in support of approving the preliminary budget. Ryer asked a question regarding the OCCC Foundation, inquiring whether College reserves might be managed there with a greater ROI. The CoFO noted that the 15% reserve, and other retained funds are held in College accounts that do bear interest. Ryslinge noted that keeping College funds within College accounts retains authority over those funds with the Board and College administration.

There were a variety of questions on the budget documents, particularly in how the year end balance and carry over is calculated. The CoFO explained the process, and Welch requested that in future years, that process (and the associated numbers) be more clearly identified in the documents provided to the Budget Committee.

## **VIII. Approval or Announcement of Next Meeting**

Ouderkirk moved, Hurley seconded, all voted in favor, and motion passed to approve the OCCC 16-17 preliminary budget as presented.

## **IX. Adjournment**

The Budget Committee Meeting adjourned at 7:35 pm.

Approved by:  
  
Birgitte Ryslinge, PhD  
OCCC President BR