

Oregon Coast Community College
Board of Education Budget Meeting Minutes
Wednesday, May 18, 2022
Zoom Meeting ID: 990-7806-9119

BUDGET COMMITTEE MEETING

I. Call to order

OCCC Board of Education Chair Chris Chandler called the meeting to order at 6:02 p.m.

II. Roll Call

Budget Committee members in attendance: David Bigelow, Chris Chandler, Richard Emery, Richard Fetrow, Sandy Gruber, Kaitlin Heart, Debbie Kilduff, Alison Nelson-Robertson, Nancy Osterlund, Jeff Ouderkirk, Sandy Roumagoux, Billie Jo Smith. Zone 6 is a vacant position on the BOE. Quorum established.

Other attendees: Birgitte Ryslinge, Robin Gintner, Joy Gutknecht, Kimberly Jones, Dan Lara, Dave Price, Spencer Smith, Marion Mann, Andres Oroz, Chris Rogers, Andrea Spiritos and Kathleen Andrews.

III. Elect Chair of Budget Committee

Sandy Roumagoux nominated David Bigelow for Chair of the Committee. Chandler moved Emery seconded the nomination of David Bigelow as Chair. Ouderkirk moved to close nominations, Smith seconded. All voted in favor. Motion passed. David Bigelow was voted in as Chair.

Ryslinge announced that public notice for the virtual budget meeting was made available in newsprint and on the College website. The public was provided with contact information and instruction to send any comments to ea@oregoncoast.edu. President Ryslinge informed the committee of the process for guests to notify the Executive Assistant of their desire to make a public comment.

IV. Review budget process, timeline, roles

Bigelow welcomed all present and asked Ryslinge to review the budget approval process, timeline, and roles. Ryslinge welcomed and thanked all members of the budget committee for their service to the College and was happy to see that the two new members from last year returned this year. Ryslinge summarized the OR Budget Process for Public Entities and explained as in previous years, the Budget Committee is conducting the public hearing and will review, provide input, and once satisfied, approve the preliminary OCCC budget this evening or at a subsequent meeting if more time is needed. The preliminary budget was developed by the president and budget officer with input and guidance from the Executive Team and multiple college stakeholders. 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 25th for additional discussion/deliberation. Ryslinge asked if anyone had any questions, none were proposed.

V. Presentation of the proposed 2022-2023 OCCC Budget

Bigelow then asked President Ryslinge to present the proposed 2022-2023 budget. President Ryslinge summarized the President's Budget Message that was made available earlier along with the proposed budget. Ryslinge explained the relevant conditions and trends that the College has experienced and that the budget provides necessary staff and support for the return of students in person as the community and the College emerge from the pandemic. Ryslinge continued by explaining how the budget continues to invest in technology and sustains and makes permanent targeted increases in the infrastructure of independence. Ryslinge shared how Covid-related federal funding is being phased out but through careful use of resources, OCCC has been able to bring forward an ending year balance from 21-22 that serves a similar purpose. Ryslinge was happy to report that the 2022-23 budget also begins to restore a number of reserves and contingencies, and that modest funds are being set aside for roof repair.

Ryslinge reported on the budget process and how budget development meets the necessary Local Budget Law of the State of Oregon by supporting the College's strategic and educational plans, the Board of Education is presented the assumptions upon which the budget is based, any changes in the assumptions are reported to the Board of Education in a timely manner and budget projections will address long-term goals and commitments.

Ryslinge explained the funding model and financial resources of the College and shared how the core themes were integrated into the planning and budgeting process. Ryslinge described the major planning assumptions that are included in the proposed 2022-2023 budget.

In conclusion, Ryslinge shared that through cost containment, the budget addresses the current economic realities and needs of the institution and modestly builds for the future.

Ryslinge turned the meeting over to Robin Gintner, VP Administrative Services who explained the proposed budget to the committee. Gintner reviewed each page with explanation of comments in the notes section of the budget pages. Gintner welcomed questions and answered several that were asked by committee members.

The committee thanked Gintner for her time, effort, and explanations.

VI. Public Comment

Bigelow asked the audience if there were any comments on the budget document. Marion Mann asked to make a comment and was recognized Bigelow. Mann, part time faculty shared her concern about the current faculty contract negotiations and concern that future budget processing needs to address faculty salaries and benefits.

VII. Discussion Ouderkirk moved and Kilduff seconded approval of the budget as presented. Bigelow took a moment to respond to Marion Mann and thanked her for her comments and wished they were not considering a budget that isn't as she would like to see, but he takes solace in the fact that the College's situation isn't as dire as other colleges and enrollment which effect everyone's income. For a young college and a brand new independently accredited college he feels we are on the right track and would like to get where she would like the College to be in the future.

VIII. Approval of proposed budget or announcement of next meeting

Roll call was taken all 11 committee members in attendance voted in favor, and the motion passed to approve the OCCC 2022-2023 preliminary budget as presented.

X. Adjournment

The Budget Committee Meeting adjourned at 7:31 pm.

Approved by:

A handwritten signature in cursive script that reads "Birgitte Ryslinge".

Birgitte Ryslinge, President
Clerk of the Board