Budget Planning Committee (BPC)
Thursday, September 17, 2014
3:00 p.m.
SS 104
Final

Summary Notes

MEMBERS PRESENT
Sue Alton, Michael Dennis, Doug Edgmon, Tami Engman, Angelina Hill (Phone), Lee Lindsey, Crystal Morse, Tami Matsumoto, Steven Roper, Keith Snow-Flamer, Carla Spalding and Lorie Walsh.

OTHERS PRESENT
Jose Ramirez, Mark Renner

CALL TO ORDER
The meeting was called to order by co-chair Michael Dennis.

ACTION
APPROVE SUMMARY NOTES
No action was taken regarding the summary notes from May 29, 2014. They will be approved at the next meeting.

APPROVE COMMITTEE CHARGE AND STRUCTURE (FPC, TPC, BPC)
Mr. Lindsey stated that the Facility Planning Committee (FPC) and Technology Planning Committee (TPC) both subcommittees of the BPC are usually only required to meet a few times each year. He suggested revision to both the TPC and FPC annual plans. He also suggested that BPC and the subcommittees be encouraged to share committee appointments. He also stated that it is important to stay on task and keep these plans current and for BPC to follow the established processes year after year.

Mr. Ramirez asked for the status of a request that was made by CSEA to add two additional classified members to the committee. Mr. Lindsey told Mr. Ramirez that he would discuss the possibility of adding additional members to the committee with President Smith.

Mr. Lindsey noted that he will make the discussed changes and bring the updated committee charge to the next meeting for review.

MEETING SCHEDULE
The committee agreed that monthly meetings are frequent enough and that additional meetings may be scheduled when necessary. The meeting schedule was approved but there was some concern voiced regarding January 14 and May 20 as these are not contracted dates for faculty. It may be necessary to make special arrangements or change these dates so they are in accordance with CRFO.

DISCUSSION
REBALANCING MEASURE Q
There was discussion about current Measure Q projects and it was noted that there have been two open forums regarding the Del Norte campus Science Wing renovations. After hearing feedback from faculty, staff and students it has been determined that both a dry and wet lab are needed in the Science Wing. This will be accomplished by bringing in a new modular building to serve as the wet lab and the existing lab will be converted to a dry lab. There is also a ceramics classroom.
in the Science Wing that will be converted in to a general purpose classroom.

Mr. Lindsey reported that the computer lab on the Del Norte campus has also been refreshed with newer computers. There has also been replacement of the roof on one of the existing modular buildings on that campus. Renovations have also been made by installing a wall to allow for a space to be leased by the Open Door Clinic to serve local teens.

Mr. Lindsey also reported that architects are working on the plans for the Physical Education fields. All work that will be done is this area is related to ADA and life and safety. The architects were also asked to give a variant to bring the track up to code and also increase the size of the football field so that it can be used as a full-size soccer field. He stated that the District’s insurance provider, Keenan & Associates came and did an assessment and determined that the stadium and bleachers are in very poor condition. They determined that the bleachers are currently unsafe to use. Temporary bleachers have been installed until a determination can be made for a permanent solution. The stadium and bleachers will most likely need to be torn down. However, Measure Q funds cannot be used for that purpose but there may be state funds available. Some temporary bleachers have been installed.

Mr. Lindsey stated that geological testing is currently being done near the physical education building and it appears there may be seismic issues. If that proves to be the case there may be funds available from the state for construction of a new building.

An open forum is scheduled for October 14, to discuss the possible demolition of the abandoned buildings on the Eureka campus. Mr. Lindsey noted that he would like to wait until after that meeting to allocate the remaining $550,000 available in Measure Q funds.

**FINAL BUDGET**

Mr. Lindsey informed the committee that the fund balance is coming in quite a bit higher than originally expected at approximately 8 percent. He stated that this is partially due to the deficit factor from the chancellor’s office being much lower than expected. He explained that it is very difficult to budget when the numbers from the chancellor’s office are late in getting to us. He also explained that some of the categorical programs were anticipating large cuts to their budgets but in the end they were smaller than expected. There have also been cost savings across the District as departments and programs have cut back on purchases. Other cost savings have been low utility rates and personnel costs due to the re-organizations.

Mr. Lindsey stated that the district will be “OK” next year, but the following year will be difficult if enrollment growth doesn’t occur. He said that it is critical to increase enrollment for long-term fiscal stability. If enrollments continue to be low it will be necessary for additional permanent budget cuts to be made.

Mr. Lindsey stated that new paths are being explored to increase enrollment which include increasing the non-credit class offerings and a possible MOU to offer credit and non-credit courses at Pelican Bay State Prison.

**ADJOURNED**

4:40 p.m.

**SUBMITTED**

lw