

This month's meeting was held on Zoom with the following members in attendance: Cheryl Keithan, Rob Guttridge, and Don Wiley. Chair Ed Winkler was unable to attend and Rob Kappa has two served two terms and is no longer eligible for the committee. Office personnel attending were: Office Liaison, Leah Sundquist; Accountant, Pamela Whitten; and Staff Rep. Janaleen Williams.

Leah opened the meeting at 3:29pm and announced that there is a position open on the Budget Committee since Rob Kappa has completed 2 – 3 year terms. Contact Leah if you know of anyone interested in applying for the vacancy. The county requires that there be 5 volunteer members on this committee.

Minutes from January were read and approved as corrected. Cheryl will add Ken Safe's name to the section on the Education Center. Don Wiley moved to approve and Rob Guttridge seconded the approval.

The OSU 697 account on campus has been reconciled and balanced. Details will be discussed at the Staff Meeting on Monday, Feb 14. The account has been reorganized for more clarity.

#### Budget Information by Leah:

- The decision has been made to ask the county for approval of the full 4% increase in order to cover the costs of COLA & salary increases.
- The position of Marketing Specialist will be advertised as an OS 1 position. This will be a full-time front office position which will also help with backup support for the front office. The job will include promotion of all program areas, organizing the yearly Community News, and also the yearly fair booth as well as support of all staff members.
- The forestry EPA opening has attracted 11 applicants. The committee will review those this week.
- A full-time front office position opens today to support the FCH programs and staff.

#### Draft Budget Review by Pamela:

- Personal Services budget has been increased from \$1.2M to \$1.4M to cover 3% COLA'S plus step increases and the new marketing position.
- County and state audit costs are increasing another \$300.
- Staff Supplies and Services are reduced by \$9000 with one staff member now supported by other counties.
- Investment fees expenses are expected to decrease by \$4,500.
- Building reserve funds have been split into two categories to show due diligence on debt and security payments:
  - Reserve for future period – bond interest annual payment
  - Prior reporting on building reserve
- NWREC has eight staff that supports our Extension who receives \$9000 ea for S & S and the salary is paid for the Small Farms agent. Leah will be meeting with Regional Directors from neighboring counties to discuss support for NWREC. Dr Surendra Dara is the new director of NWREC.

Building Update: Leah approached the county about how long it would take to prepare the paperwork to apply for the bond (to be sent as a bundle of requests) and they will need a push from higher sources to be encouraged to get it done this year. Right now figures are based on a bond of \$7M. Possibly Federal support could raise an additional 1.5-2M. Soderstrom Architects are updating the costs of construction and fees.

Rob Guttridge moved to close the meeting and Cheryl seconded the motion. Next meeting is March 9<sup>th</sup> on Zoom from 3:30-4:30pm. We will be voting to approve the draft 22-23 budget.

Cheryl Keithan, Secretary