



Northland Community & Technical College **President's Cabinet Meeting**

Special Budget Planning Meeting
 April 3, 2009
 TRF Campus, Room 217; 9 a.m. – 4 p.m.

MINUTES

Attendees: Anne Temte, Kent Hanson, Jim Retka, Cindy Cedergren, Norma Konschak, Hank Roehrich, Dennis Paesler, Bob Gooden, Clinton Castle, Mary Fontes, Dan Klug, Becky Lindseth, Steve Crittenden, Stacey Hron, Ron Dvergsten
 Absent:

Topic	Responsible Party	Discussion/Outcome
1. Foundation Budget	Klug	President Temte and Dan Klug reported that the Foundation plans to increase their contribution toward Foundation employee salaries by 25% (increase from \$24,000 to \$30,000); and reduce the college's Foundation budget by 33% (a \$5,000 reduction). Total net gain for the college will be \$11,000 for FY10.
2. President's Update	Temte	President Temte reviewed the entire budget scenario based on figures that are anticipated from the governor's and MnSCU's budgets. We need to reduce our base, and identify one-time costs for utilizing the stimulus funding. She stated that in the academic areas, we need to create contingencies to add back sections that are proposed to be cut, in the event enrollment warrants adding sections. She would like to see the college have \$1 million to \$1.1 million to reinvest into new programs, strategic plan initiatives, etc. She projected that the stimulus package may bring \$1.23 million to the college, if MnSCU uses the standard allocation formula. She stated that she doesn't want to raise tuition and buy it down with stimulus funds, as some colleges are proposing to do. President Temte asked for feedback from members about how the proposed cuts from the last meeting would affect their areas. Several of the proposed cuts were discussed in

3. Swenson House	Klug	more depth. Additional areas where reductions may be possible were also discussed. Dan asked that each member state their opinion on whether the college should keep or sell the property. The majority agreed to sell it since there was no guarantee of a revenue stream. Members discussed the pros and cons of keeping or selling the property.
4. Voluntary Reductions	Lindseth	Becky reviewed the list of voluntary reductions submitted by employees. which totaled approx. \$25,000, if none of the employees withdraw their offer to reduce their hours. Requests varied anywhere from 48 hours to 140 hours per year. It was suggested that a 10% reduction for any employee would be the minimum amount of reduction the college would accept, due to the amount of paperwork needed to accommodate the changes. The supervisors affected by the reductions will determine whether or not they can accept the offers and still meet the needs of the department.
5. Revenue Enhancement		Recommendations from the Finance Committee were reviewed and discussed.
6. Meeting Adjourned at 3:30 p.m.		
7. Next meeting		Next regular Cabinet meeting: Wed, April 8; TRF Campus, Room 545 – 1-4 p.m. Next Budget meeting: Monday, April 13 (moved to TRF Campus, Room 217) 9 am-4 p.m. Additional budget meeting scheduled: Friday, April 17; EGF Campus, Room 106– 9 a.m.-4 p.m. (with 1+ hour off for EGF Community Advisory Committee meeting)