



Northland Community & Technical College President's Cabinet Meeting

Special Budget Meeting

April 27, 2009

TRF Campus, Room 217

MINUTES

Attendance:

Anne Temte, Cindy Cedergren, Becky Lindseth, Clinton Castle, Jim Retka, Dennis Paesler, Steve Crittenden, Stacey Hron.

Norma Konschak, Mary Fontes, Hank Roehrich, Kent Hanson, Bob Gooden, Dan Klug

Absent: Ron Dvergsten

Topic	Responsible Party	Discussion/Outcome
1. Groupwise/ Server Issues	Hron	Stacey updated the Cabinet on the issues from last Thurs-Friday, that brought the TRF groupwise server down. She stated they were able to recover information on the server back to March 27, but data between March 28 and April 23 was not recovered. The cost to recover data from this timeframe would be \$15,000. The Cabinet authorized this expense to be paid from reserves, if other technology budgets cannot cover it.
2. Community Advisory Committee Mtgs.	Hanson, Temte	Kent and Anne reported that the Community Advisory Committee meetings held recently in EGF and TRF were fairly well attended and had good discussions with community leaders.
3. Stimulus – Tuition Relief	Temte	President Temte reported she had informed Karen Kedrowski at the OOC that we did not plan to utilize stimulus funds to buy down tuition, as many other colleges are doing, and hopefully we will not lose out on stimulus funds because of this decision.
4. Draft Budget Development Document	Temte	President Temte shared a draft document that will be released to all employees on May 1 st , regarding the development of the FY10 budget, including background and rationale on all the decisions being made on the budget. Several small changes were made, and the final draft will be reviewed again on April 29 th . Additional changes should be forwarded to Cindy before its release on May 1 st . Discussion was held on various personnel and non-personnel reductions. Discussion was held on the faculty's decision

		to forego equipment purchases in FY10 in order to maintain faculty release credits. Hank and Norma were asked to review the academic equipment requests for FY10 and determine what is critical to purchase. Jim, Clinton and Scott need to meet and discuss potential areas to mothball at the airport campus, and vacating the storage sheds currently being rented or leased. Clinton relayed a request from a faculty member to utilize the MEC for skills training. The Cabinet did not support this request, since it would interfere with plans to reduce heat/utility costs at the MEC during off-season months. Norma with visit with the faculty member regarding alternative space. The Cabinet reviewed various scenarios for base allocation reductions, base investments, and federal stimulus funding. President Temte stated we have cut approx. \$1.5 million from the FY10 budget. Norma, Hank, and Kent will meet with faculty presidents to work on release credit assignments.
5. Capital Investment Committee	Temte	President Temte reported there is a \$5 million gap between the House and the Senate's bill for capital investments. She reported that we expect to receive \$528,000 for a TRF HVAC project, and \$525,000 for the Swenson House improvements. Clinton stated we are not likely to receive \$130,000 for an electrical conduit project at TRF.
6. Personnel	Temte, Lindseth	Various reductions in personnel were discussed. Some reductions will occur by not filling positions vacated by resignations and retirements. Changes due to proposed personnel reductions and reassignment of tasks were discussed.
7. Swenson House	Temte	President Temte reported on a party that may be interested in leasing the Swenson House.
8. Stimulus Ideas	Temte	Revised forms were emailed to Cabinet members by Mary Fontes, for use in submitting info about ideas assigned to Cabinet members at the previous meeting. This info should be submitted to Cindy by May 20 th , for review at the May 27 Cabinet meeting.
9. FY09 Budget	Paesler	Dennis presented a report on General Fund 110 & 830, which indicated an unspent balance of \$1,504,329. He and President Temte advised all supervisors to use caution in additional spending in FY09. Becky noted that the new electronic tuition waiver application process and billing from other 2-year colleges for the waivers will result in additional expenses in FY10, which she estimated to be as much as \$20,000-25,000.

		Clinton inquired about spending approx. \$8000 for additional security cameras, included in the FY09 budget. President Temte advised him to limit the purchase to those that are essential at this time. He will be obtaining quotes this week and will confer with President Temte before proceeding.
10. Adjourned at 2 pm		
11. Next Meeting		Regular Meeting: Wed, April 29, 2009; EGF Campus, Room 106; 9 a.m. – 12 Noon

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