

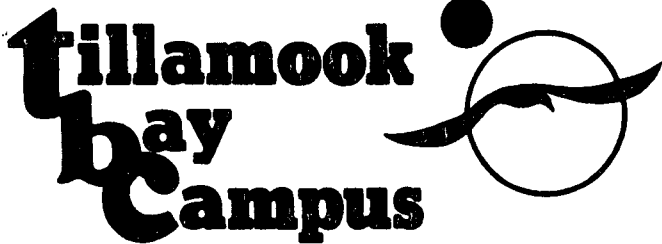


**Tillamook Bay Area Education District
6385 Tillamook Ave., Bay City, Oregon 97107**

BOARD MEETING AGENDA

Meeting will be held : October 12, 1981
7:30 PM
Tillamook Bay Campus
Bay City, Oregon

1. Budget Report - President Mason
2. Fall Term Enrollment - Dick Minisce
3. Board Conduct - Ron Hays
4. Coordinators Salaries - Nancy Harris
5. Oregon Committee College Association Membership and Visitation -
President Mason
6. President's Meeting - President Mason
7. ~~Community Needs Assessment-- Graduate Intern--~~ President Mason
8. ~~Teaching Assistant Position-- CETA--~~ President Mason
9. Oregon Educational Coordinating Commission Community Networking
Grant - President Mason
10. Review of Meeting Minutes Format - President Mason - Cheryl Van Natta
11. New Board Member Approval - Elwood Stait
12. Adult Development Education Coordinator - Part-time Grant Position -
President Mason
13. Instructional and Operational Equipment Purchases - President Mason
 - a. Audio visual equipment
 - b. Floor polisher
14. Board Insurance - President Mason
15. Non-agenda Items



Tillamook Bay Area Education District
6385 Tillamook Ave., Bay City, Oregon 97107

MINUTES - TILLAMOOK BAY AREA EDUCATION DISTRICT

October 12, 1981
7:40 PM
Tillamook Bay Campus

ITEM

DISCUSSION

Members Present

Ron Hays, Nancy Harris, Helen Myers, Elwood Stait

Members Absent

George Hamilton, Wayne Jensen, Joyce Thompson

Non-members Present

Roy Mason, President; Cheryl Van Natta, Secretary

Call to Order

The meeting was called to order by Chairperson Stait at 7:40 PM.

Budget Report

President Mason presented the Budget Report and also explained that next month there would be a change in the format.

Enrollment Report

President Mason stated that there were more students in classes than ever before, but the enrollment was lower than expected. President Mason believes that the economy is the reason for the lower than expected enrollment.

There was a general discussion on how the schedule should be presented to the public next term.

Teaching Assistant Position

President Mason stated that CETA was now funding a teaching assistant and to continue that position they needed a commitment from the Board that the position will be funded at \$5.00 per hour for 32 hours a week when the CETA funding ends.

Motion

Ron Hays moved to investigate the position.

Second - Helen Myers

Approved Unanimously

At 7:55 Ron Hays was called away because of an emergency. There was no quorum. The meeting was adjourned at 8 PM.

Respectfully submitted,

Cheryl Van Natta
Cheryl Van Natta
Secretary

FUND General - Revenue	Adopted Budget.	October Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
FUNCTION Object:						
STATE SOURCES						
<u>Operational Reimbursement:</u>						
State FTE Reimbursement: (155 FTE X \$1,245)	192,975	--	48,243.00	144,732.00		
<u>Grants & Contracts:</u>						
Defensive Drivers' Education (4 classes @ \$120 each)	480	--	--	480.00		
FEDERAL SOURCES						
<u>Grants & Contracts:</u>						
Adult Developmental Education Program	9,900	--	--	9,900.00		
LOCAL SOURCES						
<u>Current Taxes:</u>						
Taxes 1980-81 171,401 x 90%	150,000	--	--	150,000.00		
Oregon Dept. of Revenue						
TUITION & FEES						
<u>Tuition & Fees</u>						
tuition (\$13.00 X 37 Students X 155 FTE)	74,555	8,897.19	14,276.69	60,278.31		
Lab Fees	3,000	--	--	3,000.00		

FUND <u>General - Revenue</u> FUNCTION <u>Object;</u>	Adopted Budget	October Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
OTHER SOURCES						
<u>Interest Income:</u>						
Investments	1,000	--	--	1,000.00		
<u>Other:</u>						
Timber Revenue	2,000	--	--	2,000.00		
Textbooks -	10,000					
Textbook Sales		1,170.30	1,511.00	8,489.00		
Indirect and Inkind Income	43,410	--	--	43,410.00		
Loan	10,000	10,000.00	10,000.00	00		
TOTAL	497,320	20,067.49	74,030.69	423,289.31		

FUND	General - Expenses	Adopted Budget	October Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
FUNCTION	Object:						
INSTRUCTION							
<u>Materials & Services:</u>							
	Instructional Supplies	5,000	40.00	80.00	4,920.00		
	College Instructional Contract	175,504	1,300.38	1,300.38	174,203.62		
	Staff Development	1,525	--	--	1,525.00		
	Special Contracts - Set up Costs	2,000	--	1,872.65	127.35		
	Lab Supplies	3,000	--	--	3,000.00		
	ABE - Materials & Supplies	1,500	292.38	347.57	1,152.43		
	Copy Machine Use	500	--	--	500.00		
	Printing (Commercial-RAM/Etc.)	350	--	--	350.00		
	Telephone	200	--	--	200.00		
	Travel - Head Teacher	400	--	--	400.00		
	In-Service	375	--	--	375.00		
	Postage	100	--	--	100.00		
	ABE/GED Tuition Waivers	3,000	--	--	3,000.00		
	Textbooks	10,000	382.96	396.52	9,603.48		
<u>Equipment Repair & Replacement:</u>							
	Equipment Repair/Maint/Rental	5,000	--	--	5,000.00		
<u>Capital Equipment:</u>							
	Instructional	7,271	450.00	450.00	6,821.00		

FUND General - Expenses FUNCTION Object:	Adopted Budget	October Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
COLLEGE SUPPORT SERVICES						
<u>Direct Personnel Services:</u>						
President	27,950	2,329.00	9,316.00	18,634.00		
Curriculum Director	18,000	1,500.00	6,000.00	12,000.00		
Secretary III	14,000	950.00	2,850.00	11,150.00		
ADE Center Coordinator (.2FTE)	3,150	--	--	3,150.00		
Secretary II	11,000	775.00	2,325.00	8,675.00		
Secretary II	9,450	775.00	2,325.00	7,125.00		
Janitorial Staff	4,000	103.60	489.13	3,510.87		
College Work Study	300	--	--	300.00		
Outreach Coordinators	5,000	--	--	5,000.00		
<u>Materials & Services:</u>						
Publications	275	13.50	13.50	261.50		
Capital Equipment	14,000	700.70	6,242.43	7,757.57		
Telephone	4,000	589.77	1,030.40	2,969.60		
Professional Association Membership	3,650	136.00	211.00	3,439.00		
Governing Board	3,000	--	24.80	2,975.20		
Advisory Committee	550	--	--	550.00		
Administrative Travel	4,000	1,259.03	1,465.03	2,534.97		
Postage	3,500	154.00	172.00	3,328.00		

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FUND General - Expenses	Adopted Budget	October Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
FUNCTION Object:						
<u>Materials & Services, cont'd.:</u>						
Office Supplies	5,000	1,002.02	1,300.25	3,699.75		
Student Recognition	500	--	--	500.00		
Copy Machine Rental	1,440	100.00	250.00	1,190.00		
Legal Services	1,500	125.00	500.00	1,000.00		
Auditing & Accounting	2,000	--	195.00	1,805.00		
Insurance	3,000	--	--	3,000.00		
Printing (Commercial-RAM, Etc.)	1,000	41.40	41.40	958.60		
Contracted Services	6,000	167.33	297.67	5,702.33		
Advertising & Publicity	5,000	301.50	500.65	4,499.35		
Schedule Production	5,000	872.20	872.20	4,127.80		
PLANT OPERATION & MAINTENANCE						
<u>Materials & Services:</u>						
Utilities	5,000	138.75	480.05	4,519.95		
Sign Installation/Painting	500	--	--	500.00		
Classroom Rent	5,000	--	--	5,000.00		
All Other Expenses	5,000	587.95	1,009.47	3,990.53		
Building Repair	10,000	535.81	1,985.30	8,014.70		
Office Maintenance	500	--	--	500.00		

FUND General - Expenses	Adopted Budget	October Expenditures or Receipts	Total Expended or Encumbered	Remianing Budget Balance		
FUNCTION Object:						
INDIRECT COSTS						
Inkind Services	43,410	--	--	43,410.00		
Employee Benefits	22,766	661.15	3,225.20	19,540.80		
Board Contigency	23,154	--	--	23,154.00		
Unappropriated Ending Fund balance	0	0	0	0		
Loan Repayment	10,000	10,000.00	10,000.00	0		
TOTAL	497,320	10,661.15	57,568.60	439,751.40		