

Roy B. Mason, President

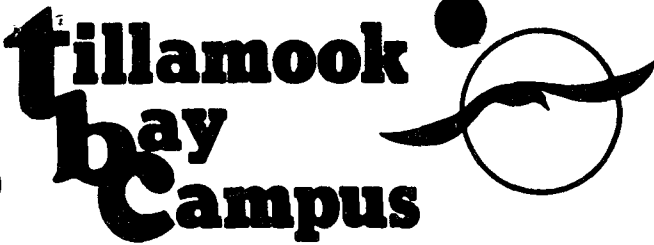
503/377-2241

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

AGENDA

Meeting will be held: April 5, 1982  
7:30 p.m.  
Tillamook Bay Campus  
Bay City, Oregon

- I. Call to Order
- II. Minutes
- III. Budget Review
- IV. Transfer of Funds: Administrative Travel
- V. Board Policy Handbook
- VI. Adoption of 1982-83 Budget
- VII. Contracts
- VIII. Final Legislative FTE Reduction
- IX. Personnel Committee: Student Services Position
- X. Foundation Committee
- XI. Deferred Tuition: Re-evaluation due to current economic condition
- XII. OCCA News: Annual Board meeting April 22nd & 23rd
- XIII. Senior Citizen Tuition: Nestucca Union High School
- XIV. Non-agenda Items



Roy B. Mason, President

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

MINUTES - TILLAMOOK BAY AREA EDUCATION DISTRICT

April 5, 1982  
8 o'clock  
Tillamook Bay Campus

ITEM	DISCUSSION
Members Present	Ron Hays, Carl Hensley, Wayne Jensen, Helen Myers, Joyce Thompson
Members Absent	Elwood Stait, George Hamilton
Non-members Present	Roy Mason, President and Cheryl Van Natta, Secretary
Call to Order	The meeting was called to order by Vice Chairperson Wayne Jensen at 8 o'clock.
Minutes	The minutes were approved as corrected.
Budget Report	President Mason presented the Budget Report.
Motion	Joyce Thompson moved to accept the Budget Report.
Second	Ron Hays  Approved unanimously
Motion	Ron Hays moved to reduce the Professional Association Membership line item by \$1,000 and that the Administrative Travel line item be increased by \$1,000.
Second	Joyce Thompson  Approved - Ron Hays Carl Hensley Wayne Jensen Joyce Thompson  Against - none Abstain - Helen Myers
ADOPTION OF THE 1982-83 BUDGET	
Motion	Ron Hays moved that the Board of Directors of the Tillamook Bay Area Education District hereby adopt the Budget approved by the Budget Committee on February 17, 1982, now on file in the office of the Tillamook Bay Area Education District Budget Officer.
Second	Joyce Thompson  Approved - Ron Hays Carl Hensley Wayne Jensen Joyce Thompson  Against - Helen Myers

ITEM	DISCUSSION												
Motion	<p>Ron Hays moved that the Board of Directors levey the taxes provided for in the budget adopted in paragraph 1 of this resolution in the aggregate amount of \$177,092 and that these taxes are hereby levied upon all taxable property within the Tillamook Bay Area Education District as of 1 AM, January 1, 1982.</p>												
Second	<p>Joyce Thompson</p> <p style="text-align: center;">Approved Unanimously</p>												
Motion	<p>Joyce Thompson moved that the amounts for the fiscal year beginning July 1, 1982, and for the purposes shown below are hereby appropriated as follows:</p>												
<p><u>GENERAL FUND</u></p>													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Instruction</td> <td style="text-align: right;">\$225,990.00</td> </tr> <tr> <td>College Support</td> <td style="text-align: right;">208,906.00</td> </tr> <tr> <td>Plant Operation &amp; Maintenance</td> <td style="text-align: right;">14,000.00</td> </tr> <tr> <td>Contingency &amp; Unappropriated Ending</td> <td></td> </tr> <tr> <td>Fund Balance</td> <td style="text-align: right;">35,592.00</td> </tr> <tr> <td><b>TOTAL GENERAL FUND EXPENSE</b></td> <td style="text-align: right; border-top: 1px solid black;"><b>484,488.00</b></td> </tr> </table>		Instruction	\$225,990.00	College Support	208,906.00	Plant Operation & Maintenance	14,000.00	Contingency & Unappropriated Ending		Fund Balance	35,592.00	<b>TOTAL GENERAL FUND EXPENSE</b>	<b>484,488.00</b>
Instruction	\$225,990.00												
College Support	208,906.00												
Plant Operation & Maintenance	14,000.00												
Contingency & Unappropriated Ending													
Fund Balance	35,592.00												
<b>TOTAL GENERAL FUND EXPENSE</b>	<b>484,488.00</b>												
Second	<p>Ron Hays</p> <p style="text-align: center;">Approved Unanimously</p>												
Employment Contracts	<p>President Mason read Attorney Neal Lemery's suggested corrections for Roy Mason's and Richard Minisce's employment contracts. Arrangements are to be made for Neal Lemery to speak at the next Board meeting.</p>												
Personnel Committee	<p>This Committee is being reconviened to develop a job description and advertise the opening as a half time position. The Committee consists of Carl Hensley, Wayne Jensen and Joyce Thompson.</p>												
Foundation Committee	<p>Ron Hays will be the Chairperson. The Committee will consist of Carl Hensley, Helen Myers and Joyce Thompson.</p>												
Deferred Tuition	<p>With the current economic situation, President Mason would like to see the deferred tuition policy changed.</p>												
Motion	<p>Helen Myers moved to defer tution accordingly to administrative judgement.</p>												
Second	<p>Joyce Thompson</p> <p style="text-align: center;">Approved unanmously</p>												

ITEM	DISCUSSION
OCCA News	The annual Board meeting will be held the 23rd and 24th of April at Umpqua Community College in Roseburg.
Senior Citizen Tuition	The U-3 School District, South County, will no longer support the current Senior Citizen Tuition Policy. President Mason was concerned because our Board was not ask to attend the meeting.
Motion	Carl Hensley moved to adjourn the meeting.
Second	Joyce Thompson
Adjournment	Approved Unanimously The meeting was adjourned at 9 o'clock. Respectfully submitted, <i>Cheryl Van Natta</i> Cheryl Van Natta, Secretary

FUND    General - Revenue FUNCTION Object:	Adopted Budget.	Expenditures or Receipts April	Total Expended or Encumbered	Remaining Budget Balance		
<b>STATE SOURCES</b>						
<u>Operational Reimbursement:</u>						
State FTE Reimbursement: (155 FTE X \$1,245)	(184,216) 192,975		(139,846.00) 139,846.00	(44,370.00) 53,129.00		
<u>Grants &amp; Contracts:</u>						
Defensive Drivers' Education (4 classes @ \$120 each)	480	00	264.00	216.00		
<b>FEDERAL SOURCES</b>						
<u>Grants &amp; Contracts:</u>						
Adult Developmental Education Program	9,900	00	7,159.00	2,741.00		
<b>LOCAL SOURCES</b>						
<u>Current Taxes:</u>						
Taxes 1980-81 171,401 x 90%	150,000	00	102,650.19	47,349.81		
<b>TUITION &amp; FEES</b>						
<u>Tuition &amp; Fees</u>						
tuition (\$13.00 X 37 Students X 155 FTE)	74,555	12,252.55	62,302.45	12,252.55		
Lab Fees	3,000	00	20.00	2,980.00		

FUND <u>General - Revenue</u> FUNCTION <u>Object:</u>	Adopted Budget	Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
OTHER SOURCES						
<u>Interest Income:</u>	1,000	00	00	1,000.00		
Investments						
<u>Other:</u>						
Timber Revenue	2,000	00	00	2,000.00		
Textbooks -	10,000	757.90	5,367.25	4,632.75		
Textbook Sales						
Indirect and Inkind Income	43,410	00	00	43,410.00		
Loan	<u>10,000</u>	<u>00</u>	<u>10,000.00</u>	<u>00</u>		
TOTAL	497,320	13,010.45	327,608.89	167,711.11		

FUND <u>General - Expenses</u> FUNCTION Object:	Adopted Budget	Expenditures or Receipts April	Total Expended or Encumbered	Remaining Budget Balance	
INSTRUCTION					
<u>Materials &amp; Services:</u>					
Instructional Supplies	5,000	30.00	379.39	4,620.61	
College Instructional Contract	175,504	6,100.20	61,675.31*	113,828.69*	Adjusted-repayment of instructor draws
Staff Development	1,525	326.70	386.70	1,138.30	
Special Contracts - Set up Costs	2,000	00	1,872.65	127.35	
Lab Supplies	3,000	00	00	3,000.00	
ABE - Materials & Supplies	1,500	52.40	1,076.10	423.90	
Copy Machine Use	500	100.00	200.00	300.00	
Printing (Commercial-RAM/Etc.)	350	00	00	350.00	
Telephone	200	00	200.00	00	
Travel - Head Teacher	400	100.00	339.50	60.50	
In-Service	375	00	00	375.00	
Postage	100	00	100.00	00	
ABE/GED Tuition Waivers	3,000	00	00	3,000.00	
Textbooks	10,000	1,087.13	9,966.13	33.87	
<u>Equipment Repair &amp; Replacement:</u>					
Equipment Repair/Maint/Rental	5,000	50.00	205.00	4,795.00	
<u>Capital Equipment:</u>					
Instructional	7,271	00	450.00	6,821.00	

FUND General - Expenses	Adopted Budget	Expenditures or Receipts	Total Expended or Encumbered	Remaining Budget Balance		
FUNCTION Object:		April				
COLLEGE SUPPORT SERVICES						
<u>Direct Personnel Services:</u>						
President	27,950	00	20,961.00	6,989.00		
Curriculum Director	18,000	00	13,500.00	4,500.00		
Secretary III	14,000	00	7,837.50	6,162.50		
ADE Center Coordinator (.2FTE)	3,150	00	2,100.00	1,050.00		
Secretary II	11,000	00	6,432.50	4,567.50		
Secretary II	9,450	00	6,355.00	3,095.00		
Janitorial Staff	4,000	00	1,958.21	2,041.79		
College Work Study	300	00	00	300.00		
Outreach Coordinators	5,000	1,462.40	2,544.19	2,455.81		
<u>Materials &amp; Services:</u>						
Publications	275	00	95.00	180.00		
Capital Equipment	14,000	637.96	9,037.86	4,962.14		
Telephone	4,000	437.23	2,886.60	1,113.40		
Professional Association Membership	2,650	00	1,393.94	1,256.06		
Governing Board	3,000	2,078.49	2,555.69	444.31		
Advisory Committee	550	00	00	550.00		
Administrative Travel	<del>5,000</del> 4,000	247.10	3,769.34	1,230.66		
Postage	3,500	200.00	984.00	2,516.00		

Continued on next page



FUND <u>General - Expenses</u> FUNCTION Object:	Adopted Budget	Expenditures or Receipts April	Total Expended or Encumbered	Remaining Budget Balance	
<u>Materials &amp; Services, cont'd.:</u>					
Office Supplies	5,000	421.36	2,491.13	2,508.87	
Student Recognition	500	00	00	500.00	
Copy Machine Rental	1,440	00	650.00	790.00	
Legal Services	1,500	250.00	1,250.00	250.00	
Auditing & Accounting	2,000	00	315.00	1,685.00	
Insurance	3,000	00	00	3,000.00	
Printing (Commercial-RAM, Etc.)	1,000	00	00	1,000.00	
Contracted Services	6,000	102.60	3,771.10	2,228.90*	OJT monies returned
Advertising & Publicity	5,000	571.22	1,747.67	3,252.39	
Schedule Production	5,000	1,614.82	3,922.44	1,077.56	
PLANT OPERATION & MAINTENANCE					
<u>Materials &amp; Services:</u>					
Utilities	5,000	311.96	2,207.60	2,792.40	
Sign Installation/Painting	500	00	100.00	400.00	
Classroom Rent	5,000	310.00	748.00	4,252.00	
All Other Expenses	5,000	1,119.26	3,536.09	1,463.91	
Building Repair	10,000	849.75	3,015.71	6,984.29	
Office Maintenance	500	00	41.25	458.75	

FUND General - Expenses FUNCTION Object:	Adopted Budget	Expenditures or Receipts April	Total Expended or Encumbered	Remianing Budget Balance		
INDIRECT COSTS						
Inkind Services	43,410	00		43,410.00		
Employee Benefits	22,766	2,378.47	16,987.19	5,778.81		
Board Contigency	23,154	00	00	23,154.00		
Unappropriated Ending Fund balance	0	00	00	00		
Loan Repayment	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>		
TOTAL	497,320	36,954.05	210,044.73	287,275.27		