

# TILLAMOOK BAY COMMUNITY COLLEGE SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2218  
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Roy B. Mason II, *President*

## A G E N D A

### Monthly Meeting of the Board of Directors

Date: December 2, 1985  
Time: 7:30 p.m.  
Location: Small Business Assistance Center

- I. Adoption of Agenda
- II. Approval of Minutes
- III. Introduction of Guests
  1. Insurance Review
- IV. Budget Report
  1. Budget Resolutions
- V. Committee Reports
  1. Policy
    - Affirmative Action Plan
  2. Personnel
  3. Facilities
    - District 56 Contract
- VI. Reorganization Proposal
- VII. OCCA Legislative Initiative Workshop
- VIII. OCCA Legislative Marketing Committee Update
- IX. Board Planning Session
- X. HBC Proposal
- XI. Safety Deposit Box
- XII. Christmas Bonuses

MINUTES - Tillamook Bay Community College S.D.  
December 2, 1985  
7:30 p.m.  
Small Business Assistance Center

ITEM

DISCUSSION

Board Members Present Wayne Jensen, Dick Larsen, Laurie Mulder, Eva Noble, Elwood Stait, Dale Walters.

Board Members Absent Kathrine Jensen

Staff Members Present Roy Mason, President; Cheryl Van Natta, Business Officer; Kate Ventres, Secretary.

Call to Order The meeting was called to order by Chairman Laurie Mulder.

I. Adoption of Agenda President Mason added the following item to the Agenda:

XIII. Hospital Trailer

Motion Dale Walters moved that the agenda be adopted. Second - Elwood Stait. Motion carried 6/0.

II. Approval of Minutes - Motion Dale Walters moved that the November meeting minutes be approved as presented. Second - Elwood Stait. Motion carried 6/0.

III. Introduction of Guests Jim Voetberg, Tillamook Insurance representative, reviewed the District's current liability insurance.

President Mason explained that the District must appoint an Agent of Record by April, 1986.

IV. Budget Report President Mason reviewed the 1984-85 end-of-year budget, reporting a projected cash carryover of \$93,026.18.

The 1985-86 budget report reflected that 26% of the budget has been spent.

President Mason reported the receipt of several grant monies for the 1985-86 fiscal year. These funds may be added by Resolution of the board.

Motion Dale Walters moved to accept \$6,000 in video grant funds. Second - Wayne Jensen. Motion carried 6/0.

Motion Dale Walters moved to accept \$1,733 in Vocational Education for Handicapped Students grant funds. Second - Dick Larsen. Motion carried 6/0.

Motion Elwood Stait moved to accept \$3,216 in Vocational Education for Program Improvement grant funds. Second - Dick Larsen. Motion carried 6/0.

Motion Eva Noble moved to accept \$4,643 in Vocational Program for Disadvantaged Student grant funds. Second - Dick Larsen. Motion carried 6/0.

V. Committee Reports Policy Committee: Dick Larsen reported the review and acceptance of the District's affirmative action plan.

Motion Dick Larsen moved to accept the affirmative action plan as part of District policy. Second - Elwood Stait. Motion carried 6/0.

Personnel Committee: Laurie Mulder reported the revision of the management employment contract, which was sent to the District attorney for approval. The policy committee and the board must approve the form before its actual implementation.

Facilities Committee: Elwood Stait reported the review and approval of the contract with District 56 for the use of the Bay City facility.

Motion Elwood Stait moved to accept the contract with District 56 for the Bay City facility. Second - Wayne Jensen. Motion carried 6/0.

VI. Reorganization Proposal President Mason explained that the need for another administrator with a college-wide perspective has prompted the decision to hire a replacement for the Dean of Instruction. An Associate Dean of Instruction will be hired in July, with recruitment efforts to begin in May. Responsibilities of the Dean will be spread among the current staff until the new Associate Dean is hired.

VII. OCCA Legislative Workshop President Mason encouraged all board members to attend the OCCA Legislative Initiative workshop, February 7-9, at the Newport Hilton.

- VIII. OCCA Legislative Marketing Committee  
President Mason reported the allocation of \$5,000 from the President's Council to the statewide legislative marketing group. Funds will support research efforts to include statistical analysis and a statewide public opinion survey.
- IX. Board Planning Session  
President Mason suggested the 1986 board planning session be postponed until the end of the fiscal year, in order to utilize the OCCA public opinion survey results. However, Laurie Mulder encouraged the board proceed with the presidential evaluation.
- X. HBC Proposal  
President Mason petitioned the board to contribute to Hakanson, Bardsley, Chastain, a group concentrating their efforts on a tax reform proposal to improve community college funding. Discussion followed regarding conflict of interest concerns; the board concurred that the HBC group maintains a non-bias position.
- Motion  
Dale Walters moved to contribute \$100 to HBC. Second - Dick Larsen. Motion carried 6/0.  
  
Eva Noble recommended this concept be considered as a legislative initiative.
- XI. Safety Deposit Box  
President Mason petitioned the board for authorization to acquire and access a safety deposit box which will contain computer back-up files.
- Motion  
Dick Larsen moved that Roy Mason and Cheryl Van Natta be authorized to acquire and access a safety deposit box at U.S. National Bank. Second - Dale Walters. Motion carried 6/0.
- XII. Christmas Bonuses  
President Mason requested the board authorize payment of Christmas bonuses. Discussion regarding the amount of the bonus followed.
- Motion  
Dale Walters moved to pay all full-time employees a \$25 Christmas bonus. Second - Wayne Jensen. Motion carried 6/0.
- XIII. Hospital Trailer  
President Mason reported that Tillamook County General Hospital is requiring \$7,500 for purchase of the trailer, or \$100/month rent. President Mason will request that the \$600 spent on improvements to the trailer be applied toward rent for the remainder of the

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year. Various options other than purchase were discussed. President Mason will pursue this matter in further detail.

Meeting adjourned at 10:05 p.m.

Respectfully submitted,



Roy B. Mason, Clerk

/kv

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1984-85  
END OF YEAR BUDGET ESTIMATE  
TILLAMOOK BAY COMMUNITY COLLEGE

ACCOUNT#	DESCRIPTION	ADOPTED	RECEIPTS END	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
1000	STATE SOURCES					
100	STATE AID OPERATION	\$230,000.00	\$10,536.00	\$240,844.00	(\$10,844.00)	105%
200	GRANTS AND CONTRACTS					
10	ADULT BASIC EDUCATION	\$10,000.00	\$5,250.00	\$15,000.00	(\$5,000.00)	150%
20	HOME ECONOMICS	\$9,500.00	\$3,069.31	\$11,600.00	(\$2,100.00)	122%
30	SMALL BUSINESS CENTER	\$12,000.00	\$11,713.88	\$25,813.91	(\$13,813.91)	215%
40	VOCATIONAL EDUCATION	\$2,800.00	\$7,699.00	\$7,699.00	(\$4,899.00)	275%
2000	LOCAL SOURCES					
100	CURRENT TAXES	\$360,800.00	\$6,952.63	\$340,926.11	\$19,873.89	94%
200	PRIOR YEARS TAXES	\$5,000.00	\$7,389.70	\$25,964.51	(\$20,964.51)	519%
300	COUNTY TIMBER REVENUE	\$55,000.00	\$9,866.81	\$44,127.48	\$10,872.52	80%
3000	TUITION AND FEES					
100	TUITION	\$78,000.00	\$1,946.04	\$102,821.37	(\$24,821.37)	132%
200	FEES	\$2,000.00		\$2,835.25	(\$835.25)	142%
4000	OTHER REVENUE					
100	AVAILABLE CASH ON HAND	\$55,000.00		\$129,759.00	(\$74,759.00)	236%
200	SALE OF GOODS/SERVICES	\$5,000.00		\$5,154.87	(\$154.87)	103%
300	INTEREST INCOME	\$10,000.00	\$3,056.51	\$21,126.70	(\$11,126.70)	211%
400	RENTAL INCOME	\$1,000.00		\$3,130.00	(\$2,130.00)	313%
	REVENUE TOTAL	\$836,100.00	\$67,479.88	\$976,802.20	(\$140,702.20)	117%

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
1000	INSTRUCTION					
100	PERSONAL SERVICES					
10	INSTRUCTIONAL PERSONNEL/TBCC	\$20000.00		\$27160.11	(\$7160.11)	-36%
20	INSTRUCTIONAL CONTRACT	\$150000.00	\$52660.84	\$147222.99	\$2777.01	2%
30	STAFF DEVELOPMENT	\$1000.00		\$812.50	\$187.50	19%
200	OTHER PAYROLL	\$40000.00		\$4746.37	\$35253.63	88%
300	MATERIALS ANMD SERVICES					
10	INSTRUCTIONAL CONTRACT	\$35000.00	\$524.00	\$38957.60	(\$3957.60)	-11%
20	INSTRUCTIONAL SUPPLIES	\$4000.00	\$114.39	\$7490.59	(\$3490.59)	-87%
30	LIBRARY DEVELOPMENT	\$2500.00	\$1245.31	\$1245.31	\$1254.69	50%
40	TEXTBOOKS	\$6000.00	\$78.24	\$11004.53	(\$5004.53)	-83%
50	EQUIPMENT RENTAL	\$1000.00	\$57.40	\$517.40	\$482.60	48%
400	CAPITAL EQUIPMENT	\$20000.00		\$36123.68	(\$16123.68)	-81%
500	EQUIPMENT REPAIR REPLACEMENT	\$3000.00	\$341.95	\$2655.19	\$344.81	11%
600	CLASSROOM RENTAL	\$26000.00		\$29277.48	(\$3277.48)	-13%
700	MATERIALS FOR RESALE	\$1000.00	\$181.15	\$1642.43	(\$642.43)	-64%
	INSTRUCTION TOTAL	\$309500.00	\$55203.28	\$308856.18	\$643.82	0%



## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
2000	INSTRUCTIONAL SUPPORT SERVICES					
100	PERSONAL SERVICES					
10	DEAN OF INSTRUCTION	\$31600.00		\$31068.00	\$532.00	2%
20	SECRETARY TO THE DEAN	\$14400.00		\$14796.00	(\$396.00)	-3%
30	OUTREACH COORDINATORS	\$9900.00		\$6453.51	\$3446.49	35%
40	STAFF DEVELOPMENT	\$3000.00		\$849.08	\$2150.92	72%
200	OTHER PAYROLL EXPENSES	\$15900.00		\$21129.62	(\$5229.62)	-33%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$2000.00	\$377.49	\$3636.21	(\$1636.21)	-82%
20	TELEPHONE	\$3000.00		\$6332.15	(\$3332.15)	-111%
30	POSTAGE	\$1800.00		\$252.29	\$1547.71	86%
40	TRAVEL	\$2300.00		\$2973.10	(\$673.10)	-29%
50	ADVERTISING	\$5000.00	\$142.85	\$7169.48	(\$2169.48)	-43%
1	SCHEDULE PRODUCTION	\$5000.00	\$425.00	\$7928.15	(\$2928.15)	-59%
2	PRINTING	\$2000.00		\$450.67	\$1549.33	77%
3	CATALOG PRODUCTION	\$5000.00		\$200.00	\$4800.00	96%
60	OTHER SERVICES	\$6000.00	\$673.10	\$8559.59	(\$2559.59)	-43%
400	CAPITAL EQUIPMENT	\$4000.00		\$7221.41	(\$3221.41)	-81%
	INSTRUCTIONAL SUPPORT TOTAL	\$110900.00	\$1618.44	\$119019.26	(\$8119.26)	-7%

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
<b>3000 STUDENT SERVICES</b>						
<b>100 PERSONAL SERVICES</b>						
10	DIRECTOR	\$25800.00		\$25608.00	\$192.00	1%
20	STUDENT SERVICES SSECRETARY	\$13295.00		\$13714.53	(\$419.53)	-3%
30	ADMISSIONS SECRETARY	\$12285.00		\$12854.00	(\$569.00)	-5%
40	STAFF DEVELOPMENT	\$1000.00		\$949.50	\$50.50	5%
50	STUDENT WORK STUDY	\$5000.00		\$2103.63	\$2896.37	58%
200	OTHER PAYROLL	\$14986.00		\$21831.23	(\$6845.23)	-46%
<b>300 MATERIALS AND SERVICES</b>						
10	SUPPLIES	\$1400.00	74.78	\$2896.98	(\$1496.98)	-107%
20	TELEPHONE	\$1600.00		\$2545.46	(\$945.46)	-59%
30	POSTAGE	\$1150.00		\$942.40	\$207.60	18%
40	TRAVEL	\$2300.00		\$555.06	\$1744.94	76%
400	CAPITAL EQUIPMENT	\$3900.00		\$8539.00	(\$4639.00)	-119%
<hr/>						
<b>STUDENT SERVICES TOTAL</b>		<b>\$82716.00</b>	<b>\$74.78</b>	<b>\$92539.79</b>	<b>(\$9823.79)</b>	<b>-12%</b>

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
4000	COLLEGE SUPPORT SERVICES					
100	PERSONAL SERVICES					
10	PRESIDENT	\$39000.00		\$39000.00	\$0.00	0%
20	BUSINESS OFFICER	\$16610.00		\$17436.00	(\$826.00)	-5%
30	PART-TIME	\$4500.00		\$18463.04	(\$13963.04)	-310%
40	STAFF DEVELOPMENT	\$1000.00		\$964.26	\$35.74	4%
200	OTHER PAYROLL	\$19430.00		\$44251.53	(\$24821.53)	-128%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$2300.00	\$20.75	\$4068.06	(\$1768.06)	-77%
20	TELEPHONE	\$2300.00		\$5046.36	(\$2746.36)	-119%
30	POSTAGE	\$600.00		\$244.80	\$355.20	59%
40	TRAVEL	\$5160.00	\$314.00	\$5236.12	(\$76.12)	-1%
50	PUBLICATIONS	\$550.00		\$1137.95	(\$587.95)	-107%
400	CAPITAL EQUIPMENT	\$3600.00		\$11393.76	(\$7793.76)	-216%
500	PROFESSIONAL SERVICE					
10	AUDITING AND ACCOUNTING	\$3500.00		\$3393.90	\$106.10	3%
20	LEGAL	\$2400.00		\$2100.00	\$300.00	13%
30	INSURANCE	\$4200.00		\$4527.81	(\$327.81)	-8%
40	ASSOCIATION MEMBERSHIP	\$5370.00		\$5594.20	(\$224.20)	-4%
600	GOVERNING BOARD					
10	ADVISORY COMMITTEES	\$2300.00	\$53.00	\$1409.38	\$890.62	39%
20	TRAVEL	\$2500.00		\$3237.38	(\$737.38)	-29%
30	MEETING EXPENSES	\$800.00		\$525.32	\$274.68	34%
	COLLEGE SUPPORT TOTAL	\$116120.00	\$387.75	\$168029.87	(\$51909.87)	-45%

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
5000	PLANT OPERATION & MAINTENANCE					
100	PERSONAL SERVICES					
10	JANITOR	\$10500.00		\$12324.00	(\$1824.00)	-17%
200	OTHER PAYROLL EXPENSES	\$3165.00		\$3120.70	\$44.30	1%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$3000.00	201.35	\$4658.52	(\$1658.52)	-55%
400	CAPITAL EQUIPMENT	\$3200.00		\$1160.00	\$2040.00	64%
500	UTILITIES	\$6200.00	101.36	\$6888.50	(\$688.50)	-11%
600	BUILDING REPAIRS	\$7000.00		\$47570.42	(\$40570.42)	-580%
6000	COMMUNITY SERVICES					
300	MATERIALS AND SERVICES	\$800.00		\$385.00	\$415.00	52%
	PLANT & COMMUNITY TOTAL	\$33865.00	\$302.71	\$76107.14	(\$42242.14)	-125%

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
7000	ADULT BASIC EDUCATION					
100	PERSONAL SERVICES					
10	COORDINATOR	\$4800.00		\$4800.00	\$0.00	0%
20	INSTRUCTORS	\$8640.00		\$6460.00	\$2180.00	25%
30	PART-TIME	\$900.00		\$900.00	\$0.00	0%
40	STAFF DEVELOPMENT	\$250.00		\$20.00	\$230.00	92%
200	OTHER PAYROLL EXPENSES	\$1500.00		\$2210.82	(\$710.82)	-47%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$560.00		\$560.00	\$0.00	0%
20	TELEPHONE	\$300.00		\$300.00	\$0.00	0%
30	POSTAGE	\$100.00		\$100.00	\$0.00	0%
40	TRAVEL	\$300.00		\$370.17	(\$70.17)	-23%
50	PRINTING	\$550.00		\$0.00	\$550.00	100%
400	STUDENT FINANCIAL AID	\$3000.00		\$3000.00	\$0.00	0%
ABE TOTAL		\$20900.00	\$0.00	\$18720.99	\$2179.01	10%

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
8000	SMALL BUSINESS CENTER					
100	PERSONAL SERVICES					
10	DIRECTOR	\$14400.00		\$14400.00	\$0.00	0%
20	INSTRUCTORS	\$14100.00		\$17499.78	(\$3399.78)	-24%
30	PROGRAM ASSISTANT	\$13450.00		\$14092.47	(\$642.47)	-5%
40	PART-TIME	\$1500.00		\$340.44	\$1159.56	71%
200	OTHER PAYROLL EXPENSES	\$13000.00		\$17267.20	(\$4267.20)	-33%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$2500.00		\$2655.55	(\$155.55)	-6%
20	TELEPHONE	\$1000.00		\$2830.19	(\$1830.19)	-183%
30	POSTAGE	\$1000.00		\$1055.65	(\$55.65)	-6%
40	TRAVEL	\$600.00	\$48.40	\$2811.24	(\$2211.24)	-369%
50	ADVERTISING	\$600.00		\$862.52	(\$262.52)	-44%
60	OFFICE/CLASSROOM RENTAL	\$4800.00		\$5700.00	(\$900.00)	-19%
BUSINESS CENTER TOTAL		\$66950.00	\$48.40	\$79515.04	(\$12565.04)	-19%

## GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
9000	HOME ECONOMICS PROGRAM					
100	PERSONAL SERVICES					
10	CONSULTANT HOMEMAKER	\$3932.00		\$3932.00	\$0.00	0%
20	INSTRUCTOR	\$4126.00		\$4402.13	(\$276.13)	-7%
200	OTHER PAYROLL EXPENSES	\$1949.00		\$1983.59	(\$34.59)	-2%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$1120.00		\$1125.80	(\$5.80)	-1%
20	TELEPHONE	\$300.00		\$300.00	\$0.00	0%
30	POSTAGE	\$250.00	\$90.00	\$364.56	(\$114.56)	-46%
40	TRAVEL	\$770.00		\$686.68	\$83.32	11%
50	ADVERTISING	\$430.00		\$6.16	\$423.84	99%
60	INDIRECT COSTS	\$1450.00	\$412.38	\$1563.04	(\$113.04)	-8%
HOME ECONOMICS TOTAL		\$14327.00	\$502.38	\$14363.96	(\$36.96)	0%

GENERAL FUND: REQUIREMENTS

1984-85

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES END	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
10000	RESERVES					
100	BOARD CONTINGENCY	\$80822.00	\$0.00	\$6626.79	\$74195.21	92%



BUDGET SUMMARY

RESOURCES	ADOPTED BUDGET	EXPENDED OR RECEIVED	TOTAL EXPENDED/ RECEIVED	BUDGET BALANCE	% OF BUDGET
----- REVENUE	\$836,100.00	\$67,479.88	\$976,802.20	(\$140,702.20)	117%
CURRENT TOTAL					
REQUIREMENTS					
----- INSTRUCTION	\$309,500.00	\$55,203.28	\$308,856.18	\$643.82	0%
INSTRUCTIONAL SUPPORT	\$110,900.00	\$1,618.44	\$119,019.26	(\$8,119.26)	-7%
STUDENT SERVICES	\$82,716.00	\$74.78	\$92,539.79	(\$9,823.79)	-12%
COLLEGE SERVICES	\$116,120.00	\$387.75	\$168,029.87	(\$51,909.87)	-45%
PLANT SERVICES	\$33,865.00	\$302.71	\$76,107.14	(\$42,242.14)	-125%
ADULT BASIC ED.	\$20,900.00	\$0.00	\$18,720.99	\$2,179.01	10%
BUSINESS CENTER	\$66,950.00	\$48.40	\$79,515.04	(\$12,565.04)	-19%
HOME ECONOMICS	\$14,327.00	\$502.38	\$14,363.96	(\$36.96)	0%
BOARD CONTINGENCY	\$80,822.00	\$0.00	\$6,626.79	\$74,195.21	92%
----- CURRENT TOTAL	\$836,100.00	\$58,137.74	\$883,779.02	(\$47,679.02)	-6%

*Carry Over  
93,026.18*

## GENERAL FUND: RESOURCES

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	RECEIPTS NOV.	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
1000	STATE SOURCES					
100	STATE AID OPERATION	\$237,000.00	\$55,790.00	\$133,060.00	\$103,940.00	44%
200	GRANTS AND CONTRACTS					
10	ADULT BASIC EDUCATION	\$10,000.00		\$0.00	\$10,000.00	100%
20	HOME ECONOMICS	\$9,500.00		\$0.00	\$9,500.00	100%
30	SMALL BUSINESS CENTER	\$30,000.00		\$0.00	\$30,000.00	100%
40	VOCATIONAL EDUCATION	\$9,000.00		\$0.00	\$9,000.00	100%
2000	LOCAL SOURCES					
100	CURRENT TAXES	\$382,448.00		\$14,564.02	\$367,883.98	96%
200	PRIOR YEARS TAXES	\$12,000.00		\$3,408.25	\$8,591.75	72%
300	COUNTY TIMBER REVENUE	\$50,000.00		\$0.00	\$50,000.00	100%
3000	TUITION AND FEES					
100	TUITION	\$78,000.00	\$1,105.00	\$38,501.28	\$39,498.72	51%
200	FEES	\$1,500.00	\$15.00	\$899.50	\$600.50	40%
4000	OTHER REVENUE					
100	AVAILABLE CASH ON HAND	\$60,000.00		\$0.00	\$60,000.00	100%
200	SALE OF GOODS/SERVICES	\$2,500.00	\$184.40	\$2,945.86	(\$445.86)	-18%
300	INTEREST INCOME	\$12,000.00		\$473.09	\$11,526.91	96%
400	RENTAL INCOME	\$2,000.00	\$330.00	\$1,305.00	\$695.00	35%
	REVENUE SUB-TOTAL	\$895,948.00	\$57,424.40	\$195,157.00	\$700,791.00	78%

GENERAL FUND: RESOURCES

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.

ACCOUNT#	DESCRIPTION	ADOPTED	RECEIPTS <del>Oct.</del> Nov.	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
5000	TRAILBREAKERS GRANT	\$60,000.00		\$0.00	\$60,000.00	100%
6000	TELEVIDEO GRANT	\$6,000.00		\$0.00	\$6,000.00	100%
SUB-TOTAL		\$66,000.00		\$0.00	\$66,000.00	100%
SUB-TOTAL PAGE 1		\$895,948.00	\$57,424.40	\$195,157.00	\$700,791.00	78%
REVENUE TOTAL		\$961,948.00		\$195,157.00	\$766,791.00	80%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
1000	INSTRUCTION					
100	PERSONAL SERVICES					
10	INSTRUCTIONAL PERSONNEL/TBCC	\$20,000.00		\$9,869.18	\$10,130.82	51%
20	INSTRUCTIONAL CONTRACT	\$150,000.00	\$84.40	\$600.50	\$149,399.50	100%
30	STAFF DEVELOPMENT	\$1,000.00		\$73.00	\$927.00	93%
200	OTHER PAYROLL	\$40,000.00	\$772.92	\$2,038.36	\$37,961.64	95%
300	MATERIALS ANMD SERVICES					
10	INSTRUCTIONAL CONTRACT	\$35,000.00	\$1,458.87	\$5,798.70	\$29,201.30	83%
20	INSTRUCTIONAL SUPPLIES	\$4,000.00	\$858.73	\$3,474.71	\$525.29	13%
30	LIBRARY DEVELOPMENT	\$2,500.00		\$0.00	\$2,500.00	100%
40	TEXTBOOKS	\$7,000.00	\$1,843.09	\$5,394.31	\$1,605.69	23%
50	EQUIPMENT RENTAL	\$1,000.00	\$100.00	\$423.75	\$576.25	58%
400	CAPITAL EQUIPMENT	\$15,000.00		\$6,631.05	\$8,368.95	56%
500	EQUIPMENT REPAIR REPLACEMENT					
10	REPAIR CONTRACTS	\$9,000.00		\$6,860.78	\$2,139.22	
20	REPLACEMENT	\$3,000.00		\$0.00	\$3,000.00	100%
600	CLASSROOM RENTAL	\$30,000.00	\$6,946.83	\$16,926.83	\$13,073.17	44%
700	MATERIALS FOR RESALE	\$1,500.00	364.15	447.36	\$1,052.64	70%
	INSTRUCTION TOTAL	\$319,000.00	\$12,428.99	\$58,538.53	\$260,461.47	82%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
2000	INSTRUCTIONAL SUPPORT SERVICES					
100	PERSONAL SERVICES					
10	DEAN OF INSTRUCTION	\$32,616.00		\$8,154.00	\$24,462.00	75%
11	DIRECTOR SP. INST. PROG.	\$16,020.00		\$3,213.00	\$12,807.00	80%
12	ADMIN. ASST	\$16,644.00		\$4,161.00	\$12,483.00	75%
20	SECRETARY TO THE DEAN	\$11,088.00		\$2,772.00	\$8,316.00	75%
30	OUTREACH COORDINATORS	\$5,000.00		\$0.00	\$5,000.00	100%
40	STAFF DEVELOPMENT	\$1,880.00		\$421.30	\$1,458.70	78%
200	OTHER PAYROLL EXPENSES	\$19,500.00	\$2,545.41	\$12,522.31	\$6,977.69	36%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$1,926.00	\$372.56	\$994.62	\$931.38	48%
20	TELEPHONE	\$2,000.00	\$921.03	\$2,928.22	(\$928.22)	-46%
30	POSTAGE	\$1,800.00	\$400.00	\$1,234.02	\$565.98	31%
40	TRAVEL	\$2,000.00	\$784.10	\$1,491.35	\$508.65	25%
50	ADVERTISING	\$5,000.00	\$170.81	\$1,147.91	\$3,852.09	77%
1	SCHEDULE PRODUCTION	\$5,000.00		\$2,811.60	\$2,188.40	44%
2	PRINTING	\$2,000.00		\$655.80	\$1,344.20	67%
3	CATALOG PRODUCTION	\$12,000.00	\$1,850.00	\$2,294.87	\$9,705.13	81%
60	OTHER SERVICES	\$3,077.00	\$65.55	\$2,434.11	\$642.89	21%
400	CAPITAL EQUIPMENT	\$3,000.00	1030.67	\$2,070.67	\$929.33	31%
	INSTRUCTIONAL SUPPORT TOTAL	\$140,551.00	\$8,140.13	\$49,306.78	\$91,244.22	65%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
3000 STUDENT SERVICES						
100 PERSONAL SERVICES						
10	DIRECTOR	\$26,892.00		\$6,723.00	\$20,169.00	75%
20	STUDENT SERVICES SSECRETARY	\$14,112.00		\$2,083.26	\$12,028.74	85%
30	ADMISSIONS SECRETARY	\$13,440.00		\$3,360.00	\$10,080.00	75%
40	STAFF DEVELOPMENT	\$500.00	\$140.00	\$852.50	(\$352.50)	-71%
50	STUDENT WORK STUDY	\$5,000.00	\$213.93	\$226.88	\$4,773.12	95%
200	OTHER PAYROLL	\$15,700.00	\$1,735.73	\$8,542.88	\$7,157.12	46%
300 MATERIALS AND SERVICES						
10	SUPPLIES	\$1,400.00	\$55.54	\$557.03	\$842.97	60%
20	TELEPHONE	\$2,200.00	\$448.99	\$1,243.55	\$956.45	43%
30	POSTAGE	\$1,150.00	\$412.71	\$739.64	\$410.36	36%
40	TRAVEL	\$1,000.00		\$0.00	\$1,000.00	100%
400	CAPITAL EQUIPMENT	\$2,400.00	\$583.72	\$1,357.39	\$1,042.61	43%
<hr/>						
STUDENT SERVICES TOTAL		\$83,794.00	\$3,590.62	\$25,686.13	\$58,107.87	69%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
4000	COLLEGE SUPPORT SERVICES					
100	PERSONAL SERVICES					
10	PRESIDENT	\$41,000.00		\$10,237.50	\$30,762.50	75%
20	BUSINESS OFFICER	\$17,436.00		\$4,578.00	\$12,858.00	74%
21	SEC. TO PRES.	\$15,528.00		\$3,522.00	\$12,006.00	77%
30	PART-TIME	\$2,000.00		\$1,436.03	\$563.97	28%
40	STAFF DEVELOPMENT	\$600.00		\$313.89	\$286.11	48%
200	OTHER PAYROLL	\$26,464.00	\$1,645.07	\$9,876.37	\$16,587.63	63%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$2,462.00	\$495.57	\$2,879.15	(\$417.15)	-17%
20	TELEPHONE	\$2,300.00		\$468.36	\$1,831.64	80%
30	POSTAGE	\$400.00		\$15.15	\$384.85	96%
40	TRAVEL	\$5,200.00	\$201.50	\$1,292.17	\$3,907.83	75%
50	PUBLICATIONS	\$800.00	\$102.69	\$304.87	\$495.13	62%
400	CAPITAL EQUIPMENT	\$6,500.00	\$560.00	\$6,962.67	(\$462.67)	-7%
500	PROFESSIONAL SERVICE					
10	AUDITING AND ACCOUNTING	\$3,700.00	\$212.00	\$512.00	\$3,188.00	86%
20	LEGAL	\$2,400.00	\$175.00	\$775.00	\$1,625.00	68%
30	INSURANCE	\$4,800.00		\$1,732.00	\$3,068.00	64%
40	ASSOCIATION MEMBERSHIP	\$6,000.00	\$449.00	\$4,719.45	\$1,280.55	21%
600	GOVERNING BOARD					
10	ADVISORY COMMITTEES	\$1,700.00		\$45.40	\$1,654.60	97%
20	TRAVEL	\$2,000.00	\$120.70	\$582.61	\$1,417.39	71%
30	MEETING EXPENSES	\$800.00		\$117.93	\$682.07	85%
COLLEGE SUPPORT TOTAL		\$142,090.00	\$3,961.53	\$50,370.55	\$91,719.45	65%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
5000	PLANT OPERATION & MAINTENANCE					
100	PERSONAL SERVICES					
10	JANITOR	\$17,500.00	\$600.00	\$5,310.00	\$12,190.00	70%
200	OTHER PAYROLL EXPENSES	\$5,300.00	\$518.63	\$2,537.59	\$2,762.41	52%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$3,000.00	\$50.92	\$962.92	\$2,037.08	68%
400	CAPITAL EQUIPMENT	\$3,200.00		\$0.00	\$3,200.00	100%
500	UTILITIES	\$6,500.00	\$338.50	\$1,561.67	\$4,938.33	76%
600	BUILDING REPAIRS					
10	REPAIRS	\$12,500.00	\$44.00	\$12,381.30	\$118.70	1%
20	REMODELING	\$13,000.00	\$487.16	\$11,575.53	\$1,424.47	11%
6000	COMMUNITY SERVICES					
300	MATERIALS AND SERVICES	\$500.00		\$77.35	\$422.65	85%
	PLANT & COMMUNITY TOTAL	\$61,500.00	\$2,039.21	\$34,406.36	\$27,093.64	44%



## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
7000	ADULT BASIC EDUCATION					
100	PERSONAL SERVICES					
10	COORDINATOR	\$5100.00		\$1275.00	\$3825.00	75%
20	INSTRUCTORS	\$8640.00		\$1056.00	\$7584.00	88%
30	PART-TIME	\$600.00		\$0.00	\$600.00	100%
40	STAFF DEVELOPMENT	\$250.00		\$55.00	\$195.00	78%
200	OTHER PAYROLL EXPENSES	\$1500.00		\$0.00	\$1500.00	100%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$560.00	\$121.45	\$365.09	\$194.91	35%
20	TELEPHONE	\$300.00		\$0.00	\$300.00	100%
30	POSTAGE	\$100.00		\$0.00	\$100.00	100%
40	TRAVEL	\$300.00	\$162.23	\$336.28	(\$36.28)	-12%
50	PRINTING	\$550.00		\$10.66	\$539.34	98%
400	STUDENT FINANCIAL AID	\$3000.00		\$0.00	\$3000.00	100%
ABE TOTAL		\$20900.00	\$283.68	\$3098.03	\$17801.97	85%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
8000	SMALL BUSINESS CENTER					
100	PERSONAL SERVICES					
10	DIRECTOR	\$14,862.00		\$7,431.00	\$7,431.00	50%
20	INSTRUCTORS	\$14,862.00		\$52.00	\$14,810.00	100%
30	PROGRAM ASSISTANT	\$14,122.00		\$3,528.00	\$10,594.00	75%
40	PART-TIME	\$500.00		\$195.00	\$305.00	61%
200	OTHER PAYROLL EXPENSES	\$13,780.00	\$1,338.93	\$6,655.43	\$7,124.57	52%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$1,500.00	\$193.24	\$510.62	\$989.38	66%
20	TELEPHONE	\$2,000.00	\$164.52	\$528.67	\$1,471.33	74%
30	POSTAGE	\$500.00	\$200.00	\$412.41	\$87.59	18%
40	TRAVEL	\$1,000.00	\$362.41	\$1,162.36	(\$162.36)	-16%
50	ADVERTISING	\$400.00		\$20.00	\$380.00	95%
60	OFFICE/CLASSROOM RENTAL	\$4,800.00	\$430.00	\$3,070.00	\$1,730.00	36%
BUSINESS CENTER TOTAL		\$68,326.00	\$2,689.10	\$23,565.49	\$44,760.51	66%

## GENERAL FUND: REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES NOV.	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
9000	HOME ECONOMICS PROGRAM					
100	PERSONAL SERVICES					
10	CONSULTANT HOMEMAKER	\$4,232.00		\$740.72	\$3,491.28	82%
20	INSTRUCTOR	\$4,326.00		\$0.00	\$4,326.00	100%
200	OTHER PAYROLL EXPENSES	\$2,049.00	\$52.22	\$120.74	\$1,928.26	94%
300	MATERIALS AND SERVICES					
10	SUPPLIES	\$820.00		\$89.85	\$730.15	89%
20	TELEPHONE	\$200.00		\$0.00	\$200.00	100%
30	POSTAGE	\$150.00		\$0.00	\$150.00	100%
40	TRAVEL	\$670.00	\$283.58	\$283.58	\$386.42	58%
50	ADVERTISING	\$430.00		\$0.00	\$430.00	100%
60	INDIRECT COSTS	\$1,450.00		\$0.00	\$1,450.00	100%
	HOME ECONOMICS TOTAL	\$14,327.00	\$335.80	\$1,234.89	\$13,092.11	91%
10000	RESERVES					
100	BOARD CONTINGENCY	\$66,460.00	\$21,000.00	\$21,000.00	\$45,460.00	68%

ACCOUNT#	DESCRIPTION	ADOPTED	RECEIPTS OCT.	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
<b>3-2 - TRAILBREAKERS</b>						
1000 INSTRUCTION						
100	SALARIES	\$2610.00		\$0.00	\$2610.00	100%
200	EMPLOYEE BENEFITS	\$561.00		\$0.00	\$561.00	100%
300	TRAVEL	\$200.00		\$0.00	\$200.00	100%
10	OTHER PURCHASED SERVICES	\$500.00		\$0.00	\$500.00	100%
400	SUPPLIES	\$200.00		\$0.00	\$200.00	100%
2100	SUPPORT SERVICES-STUDENTS	\$34135.00		\$0.00	\$34135.00	100%
2210 IMPROVEMENT OF INSTRUCTIONAL SERVICES						
100	SALARIES	\$16317.00		\$0.00	\$16317.00	100%
200	BENEFITS	\$3508.00		\$0.00	\$3508.00	100%
300	TRAVEL AND OTHER PURCHASED SERVICES	\$1080.00		\$0.00	\$1080.00	100%
2220 EDUCATIONAL MEDIA SERVICES						
300	PRUCHASED SERVICES	\$150.00		\$0.00	\$150.00	100%
400	SUPPLIES	\$250.00		\$0.00	\$250.00	100%
2500	SUPPORT SERVICES BUSINESS	\$489.00		\$0.00	\$489.00	100%
TRAILBREAKERS TOTAL		\$60000.00		\$0.00	\$60000.00	100%

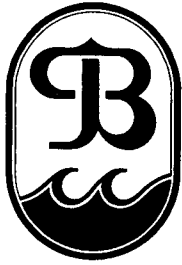
GENERAL FUND: 4-2- REQUIREMENTS

1985-86 TILLAMOOK BAY COMMUNITY COLLEGE S.

ACCOUNT#	DESCRIPTION	ADOPTED	EXPENSES OCT.	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
4-2 TELEVIDEO GRANT						
2220 EDUCATIONAL MEDIA						
100	SALARIES	\$570.00		\$0.00	\$570.00	100%
200	BENEFITS	\$150.00		\$0.00	\$150.00	100%
300 PURCHASED SERVICES						
10	VIDEO PRODUCTION	\$4000.00		\$0.00	\$4000.00	100%
20	SCRIPT	\$530.00		\$0.00	\$530.00	100%
30	TRAVEL	\$490.00		\$0.00	\$490.00	100%
400	SUPPLIES	\$160.00		\$0.00	\$160.00	100%
10	POSTAGE	\$100.00		\$0.00	\$100.00	100%
<hr/>						
	VIDEO TOTAL	\$6000.00		\$0.00	\$6000.00	100%

BUDGET SUMMARY

RESOURCES	ADOPTED BUDGET	EXPENDED OR RECEIVED	TOTAL EXPENDED/ RECEIVED	BUDGET BALANCE	% OF BUDGET
-----					
REVENUE PG 1	\$895,948.00	\$57,424.40	\$195,157.00	\$700,791.00	78%
REVENUE PG 2	\$66,000.00			\$66,000.00	100%
CURRENT TOTAL	\$961,948.00			\$766,791.00	80%
REQUIREMENTS					
-----					
INSTRUCTION	\$319,000.00	\$12,428.99	\$58,538.53	\$260,461.47	82%
INSTRUCTIONAL SUPPORT SERVICES	\$140,551.00	\$8,140.13	\$49,306.78	\$91,244.22	65%
STUDENT SERVICES	\$83,794.00	\$3,590.62	\$25,686.13	\$58,107.87	69%
COLLEGE SUPPORT SERVICES	\$142,090.00	\$3,961.53	\$50,370.55	\$91,719.45	65%
PLANT OPERATION & MAINTENANCE	\$61,500.00	\$2,039.21	\$34,406.36	\$27,093.64	44%
ADULT BASIC EDUCATION	\$20,900.00	\$283.68	\$3,098.03	\$17,801.97	85%
SMALL BUSINESS CENTER	\$68,326.00	\$2,689.10	\$23,565.49	\$44,760.51	66%
HOME ECONOMICS PROGRAM	\$14,327.00	\$335.80	\$1,234.89	\$13,092.11	91%
BOARD CONTINGENCY	\$45,460.00			\$45,460.00	100%
TRAILBREAKERS GRANT	\$60,000.00		\$0.00	\$60,000.00	100%
TELEVIDEO GRANT	\$6,000.00		\$0.00	\$6,000.00	100%
CURRENT TOTAL	\$961,948.00	\$33,469.06	\$246,206.76	\$715,741.24	74%



TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2218  
503/377-2765

Roy B. Mason II, *President*

#101

RESOLUTION  
BOARD OF DIRECTORS  
TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

WHEREAS:

the 1985-86 budget of the Tillamook Bay Community College Service District did not predict the availability of an additional \$1,733.00 in Vocational Education for Handicapped Students Grant funds;

BE IT HEREBY RESOLVED:

that in accordance with ORS 294.326(2) the 1985-86 budget is increased to show the receipt and expenditure of \$1,733.00 as specified in the grant application.

Resolved this 2<sup>nd</sup> day of December, 1985, by the Board of Directors, Tillamook Bay Community College Service District.

*Lawrence J. Mulder*  
Chairman, Board of Directors

*R. B. Mason II*  
President, Clerk of the Board



TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2218  
503/377-2765

Roy B. Mason II, *President*

#102

RESOLUTION  
BOARD OF DIRECTORS  
TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

WHEREAS:

the 1985-86 budget of the Tillamook Bay Community College Service District did not predict the availability of an additional \$3,216.00 in Vocational Education for Program Improvement Grant funds;

BE IT HEREBY RESOLVED:

that in accordance with ORS 294.326(2) the 1985-86 budget is increased to show the receipt and expenditure of \$3,216.00 as specified in the grant application.

Resolved this 2<sup>nd</sup> day of December, 1985, by the Board of Directors, Tillamook Bay Community College Service District.

*Lawrence J. Mulder*  
Chairman, Board of Directors

*R. B. Mason II*  
President, Clerk of the Board





TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2218  
503/377-2765

Roy B. Mason II, *President*

#103

RESOLUTION  
BOARD OF DIRECTORS  
TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

WHEREAS:

the 1985-86 budget of the Tillamook Bay Community College Service District did not predict the availability of an additional \$6,000.00 in 310 Video Grant funds;

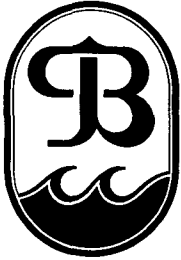
BE IT HEREBY RESOLVED:

that in accordance with ORS 294.326(2) the 1985-86 budget is increased to show the receipt and expenditure of \$6,000.00 as specified in the grant application.

Resolved this 2<sup>nd</sup> day of December, 1985, by the Board of Directors, Tillamook Bay Community College Service District.

*Laureen D. Mulder*  
Chairman, Board of Directors

*R. B. Mason II*  
President, Clerk of the Board



TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2218  
503/377-2765

Roy B. Mason II, *President*

#104

RESOLUTION  
BOARD OF DIRECTORS  
TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

WHEREAS:

the 1985-86 budget of the Tillamook Bay Community College Service District did not predict the availability of an additional \$4,643.00 in Vocational Program for Disadvantaged Student Grant funds;

BE IT HEREBY RESOLVED:

that in accordance with ORS 294.326(2) the 1985-86 budget is increased to show the receipt and expenditure of \$4,643.00 as specified in the grant application.

Resolved this \_\_\_\_ day of December, 1985, by the Board of Directors, Tillamook Bay Community College Service District.

*Lawrence D. Mulder*  
Chairman, Board of Directors

*Roy B. Mason II*  
President, Clerk of the Board

**Tillamook  
County  
General  
Hospital**

1000 Third St.  
Tillamook,  
Oregon 97141  
(503) 842-4444

DEC 1985



November 27, 1985

Roy Mason, President  
Tillamook Bay Community College  
6385 Tillamook  
Bay City, OR 97107

Dear Roy:

I am writing in regard to the trailer which the community college is currently utilizing.

I have obtained an appraisal which indicates that the blue book value of a 1978 Pearless 14'x70' is \$7,500 in good condition. It is my understanding that with the exception of some stained ceiling tiles and perhaps worn out subflooring, the trailer is otherwise in good condition.

Though we are not able to writeoff an asset of that value, we anticipate no need for the trailer in the immediate future. If the community college were to extend an offer in the neighborhood of the trailer's value, we would undoubtedly accept. Based on our original agreement, the monthly lease payments have been waived in exchange for repairs and maintenance on the trailer. The amortization of the improvement expenses should be complete this month. When our original agreement expired August 23, 1985, \$250 remained unamortized. If you would like to continue to use the trailer, we would be happy to extend the originally agreed upon \$100/month rental rate. We would be happy to defer until January any rental payments to allow time for you to consider your options and for us to conclude any contractual agreement.

I will be happy to discuss the issue further at your convenience, just give me a call. We are always anxious to work with Tillamook Bay Community College in any way we can.

Sincerely,

Deryl Jones  
President

ndr

cc: Dick Wimer, Controller