



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*

June 16, 1989

Headlight Herald
PO Box 232
Tillamook, OR 97141

LEGAL NOTICE SECTION:

Please publish the following legal notice in the June 21 and June 28, 1989 editions of the Headlight Herald:

NOTICE IS HEREBY GIVEN, that a special meeting of the Tillamook Bay Community College Service District Board of Directors will be held on Wednesday, June 28, 1989 at 7:30 p.m. in the auditorium at 2510 First Street in Tillamook.

Kate Ventres
Director
Administrative Services

/kv

Affidavit of Publication

State of Oregon, County of Tillamook, —ss.

I, Patty Archambault being first duly

sworn, depose and say that I am the Clerk
of the Headlight-Herald, a newspaper of general circulation as defined
by Section 58, Oregon Laws, published in the aforesaid county and

state; that TBCC-Special Board of Directors

Meeting, a printed copy of which is
hereto annexed, was published in the entire issue of said newspaper

for 2 successive and consecutive weeks in the following
issues:

6-21-89

6-28-89

Patty Archambault

Subscribed and sworn to before me this 28th day of

June, 19 89

Susan Dunn
Notary Public for Oregon

(My Commission expires 11-23-90)

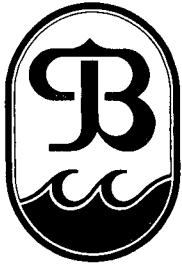
Price Charged for this notice \$ 7.70

H-89-520

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN,
that a special meeting of the
Tillamook Bay Community Col-
lege Service District Board of
Directors will be held on
Wednesday, June 28, 1989 at
7:30 p.m. in the auditorium at
2510 First Street in Tillam-
ook.

Kate Ventres
-Director
Administrative Services
25-26



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*

BOARD OF DIRECTORS MEETING

June 28, 1989

7:30 PM

Tillamook Bay Community College Auditorium
2510 First Street, Tillamook

AGENDA

<u>ITEM</u>		<u>PAGES</u>
I	Adoption of Agenda	
II	Approval of Minutes - June 5, 1989 Regular Meeting	To be distributed
III	Budget Report -End of Year Transfers -1989-90 Budget Adoption -Borrowing Motion	To be distributed
IV	Contract - President	
V	OCCA Representative Appointment	
VI	Foundation Update	
VII	Nehalem Bay Center Update	
VIII	Announcements - July 22-23 OSBA/OCCA New Board Member Workshop - Next Regular Board Meeting	

TILLAMOOK BAY COMMUNITY COLLEGE S.D.
MINUTES - SPECIAL MEETING
BOARD OF DIRECTORS
June 28, 1989
TBCC Auditorium, 2510 First Street, Tillamook

MEMBERS PRESENT Wayne Jensen, Dick Larsen, Laurie Mulder, Eva Noble.

MEMBERS ABSENT Lew Forster (excused); Dale Walters (excused); Bill Wustenberg (excused).

STAFF PRESENT Roy Mason, President; Jerry Hallberg, Dean of Instruction; Kate Houston, Director Administrative Services; Janet Richards, Administrative Services Assistant; Jim O'Donnell, Director SBDC; Judy Maxwell, VISTA Volunteer.

CALL TO ORDER Chairman Wayne Jensen called the meeting to order at 8:00 p.m.

I ADOPTION OF AGENDA President Mason added the following items to the agenda:

- Election of Officers, 1989-90
- Roof Bid
- Resolution for Nehalem Bay Center

Eva Noble moved to adopt the agenda. Second -Laurie Mulder. Motion passed 4/0.

II APPROVAL OF MINUTES Minutes were unavailable and will be distributed at the next regular meeting.

III BUDGET REPORT President Mason presented 1988-89 end-of-year transfers for Board action/approval.

MOTION Laurie Mulder moved to approve the 1988-89 budget transfers as presented. Second - Dick Larsen. Discussion included Eva Noble asking for clarification for "Other Pay - SBDC"; President Mason explained that payroll from the general fund for the SBDC was overexpended and the transfer would amend this situation. Motion passed 4/0.

Motions to adopt the 1989-90 budget, make appropriations, and levy taxes were presented for Board action/approval.

MOTION

Dick Larsen moved that the RESOLUTION ADOPTING THE BUDGET be approved as presented (see attached). Second - Laurie Mulder. Discussion included Laurie Mulder asking if the Budget Committee had to reconvene to develop new budget figures due to the levy failure. President Mason explained the Budget Committee is not required to develop new operational or "working" figures, but that these figures will be presented to the Board at the next regular meeting. Additional grant monies would need to be brought in by resolution. Motion passed 4/0.

MOTION

Laurie Mulder moved that the RESOLUTION MAKING APPROPRIATIONS be approved as presented (see attached). Second - Dick Larsen. Motion passed 4/0.

MOTION

Dick Larsen moved that the RESOLUTION LEVYING AD VALOREM TAXES be approved as presented (see attached). Second - Laurie Mulder. Discussion included President Mason explaining the amount of \$482,765 is the maximum we can receive, and that at least 12% is anticipated as uncollectable. Motion passed 4/0.

President Mason explained that a motion by the Board would be needed to approve possible borrowing in July to meet cash flow needs.

MOTION

Laurie Mulder moved that the custodians of District funds, the Clerk and the Deputy Clerk, be authorized to borrow an amount of up to \$75,000 during the fiscal year 1989-90 to meet the cash flow needs of the District. Second - Eva Noble. Motion passed 4/0.

A budget resolution for the Nehalem Bay Center fund was presented to the Board for approval:

MOTION

Eva Noble moved to approve the receipt and expenditure of \$3,000 in Nehalem Bay Center funds to be appropriated as follows:

College Support Services \$3,000

Second - Dick Larsen. Motion passed 4/0.

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IV CONTRACT
PRESIDENT

President Mason explained that his employment contract with the District is up for renewal, and that no salary increase was negotiated. Eva Noble asked about the duration of the contract. President Mason explained it was a three year contract that is renewed annually.

MOTION

Dick Larsen moved to approve that the Board Chair sign the President's employment contract for the period 1989-92.
Second - Laurie Mulder. Motion passed 4/0.

V OCCA REP

Laurie Mulder requested that her appointment as OCCA Representative be changed, as she has served in that capacity for the last three years and wanted to give someone else the opportunity.

MOTION

Eva Noble moved to nominate Wayne Jensen as the 1989-90 OCCA Representative. Second - Laurie Mulder. Motion passed 4/0.

VI FOUNDATION
UPDATE

President Mason reported that he was recently contacted by a former instructor regarding a donation of property to the Foundation for use by the College. He plans to pursue this matter.

VII NEHALEM BAY
CENTER UPDATE

President Mason announced that the City of Nehalem allocated \$3,000 for a pool cover and reel for the Nehalem Bay Center. A request was also submitted to the City of Manzanita. President Mason invited Board members to the Nehalem Bay Center Advisory Group meetings, the next to be held July 12 at 6:30 p.m. Board members indicated an interest in holding a TBCC Board meeting at the center in the near future.

VIII ROOF BID

President Mason informed the Board that bids for the repair of the Bay City facility roof would be going out in July. Both tar and a new vinyl material were being evaluated. Board members discussed options of vacating the facility and other sources of funding/ donations. Wayne Jensen felt that several bids should be obtained.


IX ELECTION OF
OFFICERS

Board members concurred that a new Chair and Vice-Chair for the 1989-90 year be nominated.

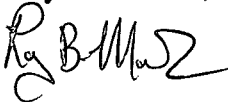
PAGE FOUR - MINUTES
June 28, 1989

- MOTION Laurie Mulder moved to nominate Lew Forster as Chairman for 1989-90. Second - Dale Walters.
- MOTION Eva Noble moved to close nominations and cast a unanimous ballot for Lew Forster. Second - Dick Larsen. Motion passed 4/0.
- MOTION Laurie Mulder moved to nominate Eva Noble as Vice-Chairman for 1989-90. Second - Dick Larsen.
- MOTION Dick Larsen moved to close nominations and cast a unanimous ballot for Eva Noble. Second - Dale Walters. Motion passed 4/0.
- X ANNOUNCEMENTS President Mason announced the OSBA/OCCA New Board Members Workshop scheduled for July 22 and 23, and asked those interested in attending to contact Kate.
- Discussion regarding the next scheduled Board meeting occurred.
- MOTION Laurie Mulder moved to cancel the July 3, 1989 meeting and convene on August 7, 1989. Second-Dick Larsen. Motion passed 4/0.
- ADJOURNMENT Chairman Wayne Jensen asked for comments from the audience.
- There being no further business, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Roy B. Mason, Clerk



/kv

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED, that the Board of Directors of the Tillamook Bay Community College Service District hereby adopts the budget for 1989-90 in the total sum of \$1,764,528* now on file in the District administrative office.

*Aggregate sum of Budget requirements of all funds.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED, that for the fiscal year beginning July 1, 1989, the amounts shown below are hereby appropriated for the purposed indicated within the funds listed:

General Fund

Instruction	\$ 395,380
Instructional Support	277,454
Student Services	138,955
College Support	266,838
Plant Operation & Maintenance	169,702
Bookstore	45,550
Board Contingency	50,000

TOTAL GENERAL FUND
APPROPRIATIONS \$ 1,343,879

Unappropriated Ending
Fund Balance** 166,876

Special Fund

Instruction	\$ 14,323
Instructional Support	71,420
Student Services	90,445
College Support	77,585

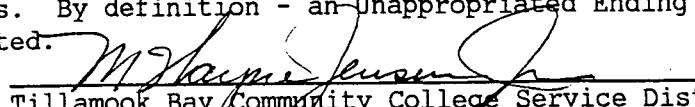
TOTAL SPECIAL FUND
APPROPRIATIONS \$ 253,773

RESOLUTION LEVYING AD VALOREM TAXES

BE IT RESOLVED, that the Board of Directors of the Tillamook Bay Community College Service District determines the required tax levy for 1989-90 to be the aggregate amount of \$482,765, that these taxes are hereby levied upon all taxable property within said District as of 1:00 a.m., January 1, 1989; and that the District Clerk is hereby directed to certify the levy to the County Assessor. The following amounts constitute the above aggregate levy:

General Fund \$482,765

**Not included in the appropriation, but may be included in the accounting records for "balance" purposes. By definition - an Unappropriated Ending Fund Balance is not appropriated.


Tillamook Bay Community College Service District
Chairman, Board of Directors

Adopted this 28th day of June, 1989



TILLAMOOK BAY COMMUNITY COLLEGE
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

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Roy B. Mason II, *President*

RESOLUTION
BOARD OF DIRECTORS
TILLAMOOK BAY COMMUNITY COLLEGE #112
SERVICE DISTRICT

WHEREAS:

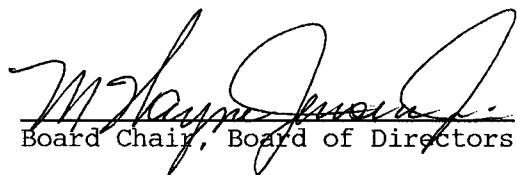
the 1988-89 budget of the Tillamook Bay Community College Service District did not predict the availability of an additional \$3,000 in Nehalem Bay Center Building and Pool funds;

BE IT HEREBY RESOLVED:

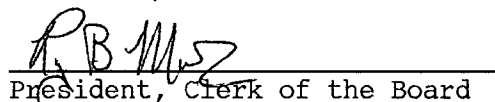
that in accordance with ORS 294.326(2) the 1988-89 budget is increased to show the receipt and expenditure of \$3,000 as specified in the contractual agreement, to be appropriated as follows:

College Support \$3,000

Resolved this 28 day of June, 1989 by the Board of Directors, Tillamook Bay Community College Service District.



Board Chair, Board of Directors



President, Clerk of the Board

RECOMMENDED BORROWING MOTION:

Move that the custodians of District funds, the Clerk and the Deputy Clerk, be authorized to borrow an amount of up to \$75,000 during the fiscal year 1989-90 to meet the cash flow needs of the District.

1988-89

BUDGET TRANSFERS

6/28/89

FROM	TO	AMOUNT	REASON
BOARD CONTINGENCY	INSTRUCTION - CONTRACT/IN	\$20,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	INSTRUCTION - SUPPLIES	1,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	INSTRUCTION - TRAVEL	1,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	INSTRUCTION - TUITION WAIV	3,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	INSTRUCTION - EQUIP REPAIR	3,800	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	STUDENT SVCS - SUPPLIES	4,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	STUDENT SVCS - STAFF DEV	2,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COLLEGE SUPT - SUPPLIES	4,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COLLEGE SUPT - TRAVEL	2,500	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COLLEGE SUPT - POSTAGE	2,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COLLEGE SUPT - STAFF D	1,500	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COLLEGE SUPT - MTG EXP	1,500	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COLLEGE SUPT - ELECTIONS	5,500	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	PLANT OPER/MAIN- OTHER PAY	2,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	PLANT OPER/MAIN- SUPPLIES	1,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	PLANT OPER/MAIN- CLASS RENT	3,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	PLANT OPER/MAIN- UTILITIES	3,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	PLANT OPER/MAIN- LEASEHOLD	5,000	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	PLANT OPER/MAIN- PROP TAX	3,900	TO MEET UNFORESEEN EXPENSES
BOARD CONTINGENCY	COMMUNITY SERVICE	100	TO MEET UNFORESEEN EXPENSES

TOTAL FROM CONTINGENCY \$ 69,800

CONTINGENCY BALANCE \$ 5,566

INSTRUCTION - EQUIP REPLACE	INSTRUCTION - EQUIP REPAIR	\$ 1,000	TO MEET UNFORESEEN EXPENSES
INSTRUC SUPPORT - ADMIN	INSTRUC SUPPORT - UNCLASS	1,000	TO MEET UNFORESEEN EXPENSES
INSTRUC SUPPORT - ADMIN	INSTRUC SUPPORT - SUPPLIES	1,500	TO MEET UNFORESEEN EXPENSES
INSTRUC SUPPORT - ADMIN	INSTRUC SUPPORT - ADVERTISING	4,000	TO MEET UNFORESEEN EXPENSES
INSTRUC SUPPORT - ADMIN	INSTRUC SUPPORT - STAFF DEV	1,200	TO MEET UNFORESEEN EXPENSES
INSTRUC SUPPORT - OTHER PAY	INSTRUC SUPPORT-OTHER PAY SBDC	4,500	TO MEET UNFORESEEN EXPENSES
INSTRUC SUPPORT - OTHER PAY	STUDENT SERVICES - OTHER PAY	2,500	TO MEET UNFORESEEN EXPENSES
STUDENT SERVICES - EXEC	STUDENT SERVICES - UNCLASS	800	TO MEET UNFORESEEN EXPENSES
STUDENT SERVICES - WORK STD	STUDENT SERVICES - UNCLASS	1,000	TO MEET UNFORESEEN EXPENSES
COLLEGE SUPPORT - ADMIN	COLLEGE SUPPORT - OTHER PAY	3,000	TO MEET UNFORESEEN EXPENSES
COLLEGE SUPPORT - INSURANCE	COLLEGE SUPPORT - LEGAL	1,400	TO MEET UNFORESEEN EXPENSES
COLLEGE SUPPORT - INSURANCE	COLLEGE SUPPORT - AUDITING	1,987	TO MEET UNFORESEEN EXPENSES