



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*

February 22, 1990

Headlight Herald  
PO Box 232  
Tillamook, OR 97141

LEGAL NOTICE SECTION:

Please publish the following legal notice in the February 28, 1990 edition of the Headlight Herald:

NOTICE IS HEREBY GIVEN, that the regular meeting of the Tillamook Bay Community College Service District Board of Directors will be held on Monday, March 5, 1990 at 7:30 p.m. at the Nestucca Union High School library, Cloverdale, Oregon. The public is invited to attend.

Kate Houston  
Director  
Administrative Services

/kh

-158  
**PUBLIC NOTICE**  
NOTICE IS HEREBY GIVEN,  
that the regular meeting of  
the Tillamook Bay Community  
College Service District Board  
of Directors will be held on  
Monday, March 5, 1990 at  
7:30 p.m. at the Nestucca  
Union High School library,  
Cloverdale, Oregon. The public  
is invited to attend.  
Kate Houston  
Director  
Administrative Services  
2/28/90



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*

P R E S S   R E L E A S E

DATE:        February 22, 1990

CONTACT:    Kate Houston

PHONE:      377-2765

FOR RELEASE:    Immediately

SUBJECT:    TBCC Board to Meet in South County

The Tillamook Bay Community College Service District Board of Directors will hold their regular March Board meeting in south county. The meeting will be held on Monday, March 5, 1990 at 7:30 p.m. at the Nestucca Union High School Library. The public is invited to attend.



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*

TILLAMOOK BAY COMMUNITY COLLEGE S.D.  
REGULAR MEETING, BOARD OF DIRECTORS

March 5, 1990

Nestucca Union High School Library

7:30 p.m.

**AGENDA**

- I Adoption of Agenda
- II Approval of Minutes  
-February 5, 1990 Regular Meeting
- III Guests - Lois Colton, South County Educational Coordinator
- IV Budget Report  
-1989-90 January  
-Resolutions/Transfers  
-Budget Committee Vacancies
- V Personnel Report
- VI TBCC Nehalem Bay Center  
-Facilities Use and Fee Policy  
-Federal Energy Grant
- VII FTE Update
- VIII TBCC/PCC Contract Discussions
- IX OCCA Meetings: Convention - March 9 & 10  
State Revenue Workshop - March 28



# 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*

## TILLAMOOK BAY COMMUNITY COLLEGE SERVICE DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

March 5, 1990

Nestucca Union High School Library

7:30 p.m.

### AGENDA

#### ITEM

#### PAGES

#### **I AGENDA**

Recommended Action: *Motion to adopt.*

#### **II MINUTES**

February 5, 1990 Budget Committee Meeting  
February 5, 1990 Regular Meeting

1 - 2  
3 - 5

Recommended Action: *Motion to adopt.*

#### **III GUESTS - Informational**

Lois Colton, South County Educational Coordinator

#### **IV BUDGET REPORT**

-1989-90 January

*Enclosed*

Action needed: *Informational*

-Resolutions/Transfers

-Budget Committee Vacancies

Vacancies still exist for Zones 3 (Tillamook and Eastside),  
and 4 (Bay 1 & 2, E & W Garibaldi, Kilchis, Mapel Leaf  
and Wilson River).

Recommended Action: *Recommendations for the filling of these  
vacancies are needed.*

**V PERSONNEL**

*Personnel Report*

6

Action needed: *Informational*

**VI TBCC NEHALEM BAY CENTER**

7 - 10

Facilities Use and Fee Policy - The policy was presented last month for its first reading.

Recommended Action: *Motion to adopt the policy as presented for its second reading.*

Energy Grant:

Since the acquisition of the Nehalem Bay Center and more recently with heating and boiler repairs, energy grant opportunities have been explored to assist with the costs associated with heating and weatherization of the building. A federal energy grant, which will pick up from 50% to 90% of the costs of recommended improvements, is now available for our pursuit. Potential projects for the grant would include a heat pump to replace the pool boiler which is in need of major repair; roof and attic insulation; replacement of radiators; and alternative heating for the gym and auditorium. There is no commitment on the college's part to accept the grant if awarded if the required college match was to exceed available resources.

An energy audit and technical assistance study is required before application of the grant funds can be made. The cost of this audit is estimated at approximately \$1,500. Recently, a citizen's group, the Nehalem Bay Center, has indicated a desire to donate funds to the college for use at Nehalem Bay Center, offsetting the cost of the audit by \$700.

Without the grant, costs for boiler repair are \$1,000 minimum, which would need to be made before next winter. The repair would essentially return the system to its previous state, with no guarantee against future breakdowns.

Recommended Action: *To proceed with the energy audit and technical assistance study, with a college contribution of \$800 and the private donation of \$700.*

**VII FTE UPDATE**

Winter/Year-to-date FTE Report

Action needed: *Informational*

**VIII TBCC/PCC CONTRACT DISCUSSIONS**

Action Needed: *Informational*

## ***IX* OCCA MEETINGS**

The OCCA Convention will be held March 9 & 10 at the Touch of Class Convention Center in Bend.

A workshop for Board members entitled State Revenue and School Finance Reform is being held on Saturday, March 31 at Linn-Benton Community College. Please let Kate know if you're interested in attending.

## **ANNOUNCEMENTS**

Next meeting - Monday, April 2, 1990, at the Tillamook Campus (6:30 p.m. Budget Committee Meeting; 7:30 regular meeting).

**TILLAMOOK BAY COMMUNITY COLLEGE SERVICE DISTRICT  
REGULAR MEETING - BOARD OF DIRECTORS**

**March 5, 1990**

**Nestucca Union High School Library**

- MEMBERS PRESENT** Lew Forster, Wayne Jensen, Dick Larsen, Eva Noble, Dale Walters.
- MEMBERS ABSENT** Laurie Mulder, Bill Wustenberg.
- CALL TO ORDER** Chairman Lew Forster called the meeting to order at 7:30 p.m.
- I AGENDA/MOTION** Wayne Jensen moved to adopt the agenda as presented. Second - Dick Larsen. Motion passed 5/0.
- II MINUTES/MOTION** Dick Larsen moved to approve the February 5, 1990 regular meeting minutes as presented. Second - Wayne Jensen. Motion passed 5/0.
- III GUESTS** Lois Colton, South County Educational Coordinator, presented Spring term course information for south Tillamook county. Discussion also included high school/college credit course offerings at Nestucca Union High School. Jerry Hallberg reported that Lois is currently serving as ABE Grant Coordinator while also working on accreditation projects for the College.
- IV BUDGET REPORT** Kate Houston reported that overall, general fund revenues are coming in as expected, with 29% still to receive as of 1/31/90. Included in the January tuition figures was \$6,517 from Summer term 1989 that had not yet been posted. Expenditures showed a total of 45% spent as of 1/31/90. The Special Fund showed the receipt of the third quarter SBDC Enhancement funds, reflecting a total shortfall of approximately \$974 for that grant.
- Kate reported that budget subcommittee meetings would occur in March, with the full Budget Committee to meet on April 2, 1990 at 6:30 p.m.
- Jerry Hallberg announced that Alan Miller has applied for the Budget Committee vacancy in Zone 3.
- MOTION** Wayne Jensen moved to approve the appointment of Alan Miller to the TBCC Budget Committee as a representative of Zone 3. Second - Eva Noble. Motion passed 5/0.

V PERSONNEL RPT

Kate Houston presented the March Personnel Report. Discussion related to Kate's maternity leave request.

VI TBCC/NBC  
FACILITY POLICY

Presented for its second reading was the facilities and fee policy developed for TBCC Nehalem Bay Center. Changes from the first reading were incorporated.

MOTION

Wayne Jensen moved to adopt the policy as presented. Second - Dick Larsen. Motion passed 5/0.

ENERGY GRANT

Jerry Hallberg presented a proposal for a federal energy grant for the TBCC Nehalem Bay Center. Funds would assist with the costs of heating and weatherization improvements to the building. He explained that potential projects would include installation of a heat pump to replace the current pool boiler, replacement of radiators, and installation of alternative heating for the gym and auditorium. He explained there was no commitment on the college's part to accept the grant if college match requirements exceeded available resources. Jerry clarified that an energy audit and technical assistance study for a cost of \$1,500 is required before application for funds can be made. A citizen's group will donate \$700 to offset this cost. Discussion followed regarding future costs for boiler repair of \$1,000 minimum, and the two previous energy audits performed on the building while under different ownership. Dick Larsen explained that the Tillamook PUD performs only residential energy audits, and that the fee for the energy engineer is required.

MOTION

Wayne Jensen moved to proceed with the energy audit and technical assistance study. Second - Eva Noble. Motion passed 5/0.

Jerry Hallberg announced that the University of Oregon Community Planning Survey being conducted for the Nehalem Bay Center is underway and that donations from District 56, and the cities of Rockaway, Manzanita, and Nehalem were secured.

VII FTE UPDATE

Jerry Hallberg reported that college FTE is in excellent shape, with a current year-to-date enrollment of approximately 192. The projected year end figure is 265. This may allow additional growth FTE dollars for approximately 27 FTE.



VIII TBCC/PCC  
CONTRACT

Jerry Hallberg announced that annual contract negotiations with PCC are underway, and that the service districts may be picking up all instructor payroll. In turn, overhead charges by PCC would be reduced by about 10%. This proposal is currently being evaluated by TBCC administration. Other negotiations focus on library and accreditation issues. Discussion followed regarding these proposals.

IX OCCA MEETINGS

Jerry Hallberg announced that he and Wayne Jensen would be attending the annual OCCA Convention in Bend on March 9 and 10.

Board members were invited to attend a conference on state revenue and school finance reform scheduled for March 31 at Linn-Benton Community College.

ANNOUNCEMENTS

Board members were also invited to join the Northwest Accreditation team for a lunch on April 17 during their visit to Tillamook. More information regarding time and place will be out shortly.

The Spring term schedule was distributed for Board review.

NEXT MEETING

The next meeting will be held on Monday, April 2, 1990 at 7:30 at TBCC, 2510 First Street in Tillamook.

There being no further business, the meeting adjourned at 8:30 p.m.

Respectfully submitted,



Kate Houston  
Clerk

/kh

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	RECEIVED JANUARY	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
01	GENERAL FUND RESOURCES	01-03-XXXXXX-XX					
200000-00	STATE SOURCES						
10000-00	STATE AID OPERATION	\$352,519.00	\$352,519.00	\$88,130.00	\$264,390.00	\$88,129.00	25%
300000-00	LOCAL SOURCES						
10000-00	CURRENT TAXES	\$423,873.00	\$423,873.00	\$3,061.64	\$335,043.10	\$88,829.90	21%
20000-00	PRIOR YEARS TAXES	\$46,000.00	\$46,000.00	\$5,720.36	\$29,026.04	\$16,973.96	37%
30000-00	COUNTY TIMBER REVENUE	\$50,000.00	\$50,000.00	\$39,875.65	\$61,400.56	(\$11,400.56)	-23%
400000-00	TUITION AND FEES						
10000-00	TUITION	\$123,000.00	\$119,000.00	\$22,629.70	\$67,665.38	\$51,334.62	43%
10000-99	TUITION - NBC	\$0.00	\$3,000.00	\$841.00	\$2,586.00	\$414.00	14%
10000-03	TUITION - WORK & FAMILY	\$0.00	\$1,000.00	\$200.00	\$400.00	\$600.00	60%
20000-00	FEES	\$21,500.00	\$500.00	\$5,071.00	\$6,034.00	(\$5,534.00)	-1,107%
20000-99	FEES - NBC	\$0.00	\$21,000.00	(\$3,264.68)	\$15,921.78	\$5,078.22	24%
20000-03	FEES - WORK & FAMILY	\$0.00	\$0.00	\$25.00	\$25.00	(\$25.00)	#DIV/0!
20000-05	FEES - SBDC	\$1,500.00	\$1,500.00	\$25.00	\$705.00	\$795.00	53%
500000-00	OTHER REVENUE						
10000-00	SALE OF GOODS/SERVICES	\$4,000.00	\$3,750.00	\$248.22	\$1,600.04	\$2,149.96	57%
10000-99	SALE OF GOODS/SER - NBC	\$0.00	\$250.00		\$39.70	\$210.30	84%
15000-00	BOOKSTORE	\$37,000.00	\$37,000.00	\$6,237.52	\$18,769.38	\$18,230.62	49%
20000-00	INTEREST INCOME	\$15,000.00	\$15,000.00	\$3,229.06	\$8,163.46	\$6,836.54	46%
30000-00	RENTAL INCOME	\$6,000.00	\$5,000.00	\$1,100.00	\$3,530.00	\$1,470.00	29%
30000-99	RENTAL INCOME - NBC	\$0.00	\$1,000.00	\$245.00	\$2,528.21	(\$1,528.21)	-153%
50000-00	MISCELLANEOUS INCOME	\$1,000.00	\$1,000.00	(\$3,340.52)	\$499.21	\$500.79	50%
40000-00	AVAILABLE WORKING CAPITAL	\$70,000.00	\$70,000.00			\$70,000.00	100%
		\$1,151,392.00	\$1,151,392.00	\$170,033.95	\$818,326.86	\$333,065.14	29%

	ADOPTED BUDGET	REVISED BUDGET	EXPENDED OR RECEIVED	TOTAL EXPENDED/ RECEIVED	BUDGET BALANCE	% OF BUDGET
RESOURCES						
-----						
REVENUE	\$1,151,392.00	\$1,151,392.00	\$170,033.95	\$818,326.86	\$333,065.14	29%
REQUIREMENTS						
-----						
INSTRUCTIONAL	\$350,135.00	\$363,397.00	\$39,938.65	\$99,493.12	\$263,903.88	73%
INSTRUCTIONAL SUPPORT SERVICES	\$194,483.00	\$202,033.00	\$13,035.28	\$93,462.03	\$108,570.97	54%
STUDENT SERVICES	\$117,243.00	\$118,243.00	\$9,628.90	\$60,897.48	\$57,345.52	48%
COLLEGE SUPPORT SERVICES	\$241,157.00	\$258,237.00	\$16,245.42	\$156,686.68	\$101,550.32	39%
PLANT OPERATION & MAINTENANCE	\$162,402.00	\$150,590.00	\$9,531.41	\$86,954.26	\$63,635.74	42%
BOOKSTORE	\$35,972.00	\$32,972.00	\$1,454.26	\$24,513.03	\$8,458.97	26%
BOARD RESERVES	\$50,000.00	\$25,920.00		\$0.00	\$25,920.00	100%
-----						
CURRENT TOTAL	\$1,151,392.00	\$1,151,392.00	\$89,833.92	\$522,006.60	\$629,385.40	55%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
04	INSTRUCTION	01-04-XXXXXX-XX					
100000-00	PERSONAL SERVICES						
40000-00	INSTRUCTIONAL PERSONNEL	\$18,198.00	\$25,256.00	\$2,412.73	\$15,837.43	\$9,418.57	37%
40000-05	INSTRUCTIONAL PERSONNEL - SBDC	\$10,455.00	\$10,455.00	\$1,234.79	\$4,939.16	\$5,515.84	53%
40000-07	INST PERSONNEL - CAP EQUIP FUNDS	\$0.00	\$2,413.00		\$0.00	\$2,413.00	100%
40000-10	INST PERSONNEL - REG COOPERATIVE	\$300.00	\$300.00		\$300.00	\$0.00	0%
40000-11	INST PERSONNEL - VOC ED PRO IMP	\$3,000.00	\$3,000.00		\$751.68	\$2,248.32	75%
200000-00	OTHER PAYROLL EXPENSES	\$7,400.00	\$11,191.00	\$994.13	\$6,120.44	\$5,070.56	45%
00000-05	OTHER PAY EXPENSES - SBDC	\$4,182.00	\$4,182.00	\$523.37	\$1,869.97	\$2,312.03	55%
00000-10	OTHER PAY EXPENSES - REG COOP	\$200.00	\$200.00	\$81.07	\$225.02	(\$25.02)	-13%
00000-11	OTHER PAY EXPENSES - VOC ED PRO	\$1,000.00	\$1,000.00		\$250.55	\$749.45	75%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$5,900.00	\$5,900.00	\$244.95	\$2,632.69	\$3,267.31	55%
01000-02	SUPPLIES - ABE GRANT	\$300.00	\$300.00		\$115.95	\$184.05	61%
01000-11	SUPPLIES - VOC ED PROGRAM IMPROV	\$200.00	\$200.00		\$0.00	\$200.00	100%
02000-00	TRAVEL - INSTRUCTIONAL	\$4,000.00	\$4,000.00	\$191.22	\$942.58	\$3,057.42	76%
10000-00	EQUIPMENT RENTAL	\$0.00	\$0.00		\$86.00	(\$86.00)	#DIV/0!
13000-00	INSTRUCTIONAL CONTRACT/PCC	\$243,234.00	\$228,234.00	\$29,530.83	\$30,087.90	\$198,146.10	87%
13000-10	INST CONT/PCC - REG COOP	\$4,500.00	\$4,500.00	\$1,500.00	\$1,500.00	\$3,000.00	67%
13000-12	INST CONT/PCC - VOC ED HAND	\$220.00	\$220.00		\$0.00	\$220.00	100%
13000-13	INST CONT/PCC - VOC ED DISADVANT	\$2,046.00	\$2,046.00		\$0.00	\$2,046.00	100%
14000-00	INST CONTRACT/OTHER	\$8,000.00	\$23,000.00	(\$2,236.07)	\$10,009.35	\$12,990.65	56%
14000-99	INST CONT/OTHER - NBC	\$15,000.00	\$15,000.00	\$4,108.99	\$11,726.52	\$3,273.48	22%
30000-00	TUITION & FEE WAIVERS	\$6,000.00	\$6,000.00	\$549.00	\$2,700.00	\$3,300.00	55%
400000-00	CAPITAL EQUIPMENT	\$5,500.00	\$0.00		\$0.00	\$0.00	#DIV/0!
400000-07	CAPITAL EQUIP-CAP EQUIP FUNDS	\$0.00	\$5,500.00		\$0.00	\$5,500.00	100%
400000-11	CAP EQUIP - VOC ED PRO IMPROV	\$2,500.00	\$2,500.00		\$0.00	\$2,500.00	100%
600000-00	EQUIPMENT REPAIR REPLACEMENT						
01000-00	REPAIR CONTRACTS	\$7,500.00	\$7,500.00	\$803.64	\$9,397.88	(\$1,897.88)	-25%
01000-05	REPAIR CONTRACTS - SBDC	\$500.00	\$500.00		\$0.00	\$500.00	100%
INSTRUCTIONAL TOTAL		\$350,135.00	\$363,397.00	\$39,938.65	\$99,493.12	\$263,903.88	73%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
05	INSTRUCTIONAL SUPPORT SERVICES	01-05-XXXXXX-XX					
100000-00	PERSONAL SERVICES						
10000-00	EXECUTIVE	\$27,940.00	\$30,940.00	\$3,274.07	\$18,078.49	\$12,861.51	42%
10000-02	EXECUTIVE - ABE GRANT	\$3,000.00	\$3,000.00		\$1,240.00	\$1,760.00	59%
10000-03	EXECUTIVE - WORK & FAMILY	\$2,000.00	\$2,000.00		\$820.00	\$1,180.00	59%
10000-05	EXECUTIVE - SBDC	\$1,000.00	\$1,000.00		\$420.00	\$580.00	58%
20000-00	ADMINISTRATIVE	\$21,661.00	\$26,050.00	\$509.63	\$2,472.36	\$23,577.64	91%
20000-99	ADMINISTRATIVE - NBC	\$6,534.00	\$6,534.00	\$568.12	\$3,692.78	\$2,841.22	43%
20000-05	ADMINISTRATIVE - SBDC	\$1,389.00	\$1,389.00	\$130.56	\$130.56	\$1,258.44	91%
30000-00	CLASSIFIED	\$26,515.00	\$27,515.00	\$2,375.11	\$19,416.10	\$8,098.90	29%
30000-02	CLASSIFIED - ABE GRANT	\$1,300.00	\$1,300.00		\$528.53	\$771.47	59%
30000-05	CLASSIFIED - SBDC PROGRAM	\$10,296.00	\$10,296.00	\$658.27	\$7,004.06	\$3,291.94	32%
40000-00	UNCLASSIFIED	\$1,750.00	\$3,750.00	\$361.61	\$2,030.54	\$1,719.46	46%
40000-05	UNCLASSIFIED - SBDC PROGRAM	\$750.00	\$750.00		\$203.61	\$546.39	73%
200000-00	OTHER PAYROLL EXPENSES	\$35,921.00	\$33,082.00	\$2,295.36	\$15,120.69	\$17,961.31	54%
00000-99	OTHER PAY EXP - NBC	\$1,635.00	\$1,635.00	\$139.10	\$1,008.47	\$626.53	38%
00000-02	OTHER PAY EXP - ABE GRANT	\$1,500.00	\$1,500.00		\$618.98	\$881.02	59%
00000-03	OTHER PAY EXP - WORK & FAMILY	\$350.00	\$350.00		\$143.50	\$206.50	59%
00000-05	OTHER PAY EXP - SBDC GRANT	\$6,042.00	\$6,042.00	\$482.99	\$3,435.10	\$2,606.90	43%
SUB-TOTAL		\$149,583.00	\$157,133.00	\$10,794.82	\$76,363.77	\$80,769.23	51%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
05	INSTRUCTIONAL SUPPORT SERVICES	01-05-XXXXXX-XX					
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$5,100.00	\$5,100.00	\$87.29	\$1,893.81	\$3,206.19	63%
01000-99	SUPPLIES - NBC	\$500.00	\$500.00	\$45.85	\$150.48	\$349.52	70%
01000-03	SUPPLIES - WORK & FAMILY	\$400.00	\$400.00		\$0.00	\$400.00	100%
01000-05	SUPPLIES - SBDC PROGRAM	\$2,000.00	\$2,000.00	\$233.71	\$1,156.39	\$843.61	42%
02000-00	TRAVEL	\$3,500.00	\$3,500.00	\$209.52	\$2,139.91	\$1,360.09	39%
02000-99	TRAVEL - NBC	\$500.00	\$500.00	\$10.08	\$55.68	\$444.32	89%
02000-05	TRAVEL - SBDC PROGRAM	\$1,000.00	\$1,000.00	\$215.04	\$818.56	\$181.44	18%
03000-00	TELEPHONE	\$3,300.00	\$3,300.00	\$158.55	\$1,142.49	\$2,157.51	65%
03000-99	TELEPHONE - NBC	\$700.00	\$700.00	\$57.43	\$358.42	\$341.58	49%
03000-03	TELEPHONE - WORK & FAMILY	\$500.00	\$500.00	\$41.66	\$291.62	\$208.38	42%
03000-05	TELEPHONE - SBDC PROGRAM	\$2,500.00	\$2,500.00	\$95.71	\$786.15	\$1,713.85	69%
04000-00	POSTAGE	\$2,200.00	\$2,200.00	\$251.66	\$556.26	\$1,643.74	75%
04000-99	POSTAGE - NBC	\$300.00	\$300.00	\$20.25	\$66.60	\$233.40	78%
04000-03	POSTAGE - WORK & FAMILY	\$500.00	\$500.00	\$120.00	\$120.00	\$380.00	76%
04000-05	POSTAGE - SBDC	\$500.00	\$500.00	\$83.28	\$329.98	\$170.02	34%
05200-00	ADVERTISING	\$4,700.00	\$4,700.00	\$140.00	\$2,308.14	\$2,391.86	51%
05200-05	ADVERTISING - SBDC	\$300.00	\$300.00	\$100.00	\$439.00	(\$139.00)	-46%
05210-00	SCHEDULE PRODUCTION	\$5,900.00	\$5,900.00		\$2,832.80	\$3,067.20	52%
05210-03	SCHEDULE PRODUCTION - WORK & FAM	\$200.00	\$200.00		\$170.00	\$30.00	15%
05210-05	SCHEDULE PRODUCTION - SBDC	\$300.00	\$300.00		\$200.00	\$100.00	33%
05220-00	PRINTING	\$1,000.00	\$1,000.00		\$0.00	\$1,000.00	100%
05230-00	CATALOG PRODUCTION	\$2,500.00	\$2,500.00		\$0.00	\$2,500.00	100%
08000-00	LIBRARY DEVELOPMENT	\$0.00	\$0.00		\$0.00	\$0.00	#DIV/0!
09000-00	TEXTBOOKS	\$1,000.00	\$1,000.00		\$18.40	\$981.60	98%
15000-00	STAFF DEVELOPMENT	\$1,750.00	\$1,750.00	\$370.43	\$1,158.92	\$591.08	34%
15000-05	STAFF DEVELOPMENT - SBDC	\$250.00	\$250.00		\$0.00	\$250.00	100%
19000-00	OTHER EXPENSE	\$500.00	\$500.00		\$104.65	\$395.35	79%
0400000-00	CAPITAL EQUIPMENT	\$3,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
0400000-07	CAPITAL EQUIP-CAP EQUIP FUNDS	\$0.00	\$3,000.00		\$0.00	\$3,000.00	100%
	SUB-TOTAL	\$44,900.00	\$44,900.00	\$2,240.46	\$17,098.26	\$27,801.74	62%
	INSTRUCTIONAL SUPPORT TOTAL PG.1 & PG.2	\$194,483.00	\$202,033.00	\$13,035.28	\$93,462.03	\$108,570.97	54%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
06	STUDENT SERVICES	01-06-XXXXXX-XX					
100000-00	PERSONAL SERVICES						
11000-00	EXECUTIVE	\$30,500.00	\$29,441.00	\$2,912.78	\$17,482.70	\$11,958.30	41%
11000-12	EXECUTIVE - VOC ED HANDICAPPED	\$1,860.00	\$1,860.00		\$777.00	\$1,083.00	58%
11000-13	EXECUTIVE - VOC ED DISADVANT	\$2,595.00	\$2,595.00		\$1,071.00	\$1,524.00	59%
20000-00	ADMINISTRATIVE	\$0.00	\$0.00		\$0.00	\$0.00	
30000-00	CLASSIFIED	\$33,444.00	\$34,503.00	\$2,994.68	\$19,571.36	\$14,931.64	43%
40000-00	UNCLASSIFIED	\$2,865.00	\$2,865.00	\$149.24	\$472.54	\$2,392.46	84%
200000-00	OTHER PAYROLL EXPENSES	\$25,078.00	\$25,078.00	\$2,533.85	\$14,781.35	\$10,296.65	41%
200000-12	OTHER PAY EXP - VOC ED HANDICAP	\$540.00	\$540.00		\$225.34	\$314.66	58%
200000-13	OTHER PAY EXP - VOC ED DISADVANT	\$750.00	\$750.00		\$311.35	\$438.65	58%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$5,500.00	\$5,500.00	\$70.42	\$2,364.66	\$3,135.34	57%
02000-00	TRAVEL	\$1,500.00	\$1,500.00		\$463.61	\$1,036.39	69%
03000-00	TELEPHONE	\$3,000.00	\$3,000.00	\$153.54	\$1,080.10	\$1,919.90	64%
04000-00	POSTAGE	\$1,500.00	\$1,500.00	\$250.00	\$540.50	\$959.50	64%
06210-00	STUDENT WORK STUDY/PCC	\$2,111.00	\$2,111.00	\$121.39	\$236.14	\$1,874.86	89%
06220-00	CIS	\$2,000.00	\$2,000.00	\$400.00	\$400.00	\$1,600.00	80%
15000-00	STAFF DEVELOPMENT	\$2,000.00	\$2,000.00	\$43.00	\$769.83	\$1,230.17	62%
17000-00	MATERIALS FOR RESALE	\$0.00	\$1,000.00		\$350.00	\$650.00	65%
400000-00	CAPITAL EQUIPMENT	\$2,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
400000-07	CAPITAL EQUIPMENT-CAP EQUIP FUND	\$0.00	\$2,000.00		\$0.00	\$2,000.00	100%
STUDENT SERVICES TOTAL		\$117,243.00	\$118,243.00	\$9,628.90	\$60,897.48	\$57,345.52	48%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
07	COLLEGE SUPPORT SERVICES	01-07-XXXXXX-XX					
100000-00	PERSONAL SERVICES						
10000-00	EXECUTIVE	\$47,250.00	\$45,250.00	\$3,937.50	\$25,562.50	\$19,687.50	44%
10000-10	EXECUTIVE - REG COOP GRANT	\$0.00	\$2,000.00		\$2,000.00	\$0.00	0%
20000-00	ADMINISTRATIVE	\$21,174.00	\$37,430.00	\$2,405.75	\$20,226.50	\$17,203.50	46%
20000-05	ADMINISTRATIVE - SBDC	\$1,000.00	\$1,000.00		\$423.54	\$576.46	58%
20000-06	ADMINISTRATIVE - VETERAN'S	\$1,000.00	\$1,000.00		\$409.88	\$590.12	59%
20000-10	ADMINISTRATIVE - REG COOP GRANT	\$0.00	\$2,000.00		\$664.00	\$1,336.00	67%
30000-00	CLASSIFIED	\$32,967.00	\$33,791.00	\$3,006.75	\$17,891.16	\$15,899.84	47%
30000-02	CLASSIFIED - ABE	\$1,400.00	\$1,400.00		\$576.94	\$823.06	59%
30000-03	CLASSIFIED - WORK & FAMILY	\$500.00	\$500.00		\$203.64	\$296.36	59%
30000-05	CLASSIFIED - SBDC	\$1,000.00	\$1,000.00		\$407.25	\$592.75	59%
30000-06	CLASSIFIED - VETERAN'S GRANT	\$1,500.00	\$1,500.00		\$622.08	\$877.92	59%
30000-10	CLASSIFIED - REG COOP GRANT	\$4,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
40000-00	UNCLASSIFIED	\$2,500.00	\$2,500.00	\$321.89	\$2,094.89	\$405.11	16%
200000-00	OTHER PAYROLL EXPENSES	\$42,393.00	\$42,393.00	\$2,791.30	\$23,477.25	\$18,915.75	45%
00000-02	OTHER PAY EXP - ABE GRANT	\$500.00	\$500.00		\$201.93	\$298.07	60%
00000-03	OTHER PAY EXP - WORK & FAMILY	\$100.00	\$100.00		\$40.73	\$59.27	59%
00000-05	OTHER PAY EXP - SBDC	\$800.00	\$800.00		\$332.32	\$467.68	58%
00000-06	OTHER PAY EXP - VETERAN'S	\$875.00	\$875.00		\$361.18	\$513.82	59%
00000-10	OTHER PAY EXP - REG COOP GRANT	\$1,000.00	\$1,000.00		\$666.00	\$334.00	33%
	SUB-TOTAL	\$159,959.00	\$175,039.00	\$12,463.19	\$96,161.79	\$78,877.21	45%



ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
07	COLLEGE SUPPORT SERVICES	01-07-XXXXXX-XX					
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$6,500.00	\$6,500.00	\$1,267.08	\$5,916.12	\$583.88	9%
02000-00	TRAVEL	\$6,000.00	\$6,000.00	\$479.93	\$3,858.12	\$2,141.88	36%
03000-00	TELEPHONE	\$3,000.00	\$3,000.00	\$154.01	\$1,083.26	\$1,916.74	64%
04000-00	POSTAGE	\$1,000.00	\$1,000.00	\$305.64	\$2,371.68	(\$1,371.68)	-137%
06100-00	PROFESSIONAL SERVICES						
06130-00	LEGAL & AUDIT	\$10,000.00	\$10,000.00	\$200.00	\$8,587.97	\$1,412.03	14%
06140-00	INSURANCE	\$17,500.00	\$17,500.00	\$300.00	\$9,658.90	\$7,841.10	45%
06140-99	INSURANCE - NBC	\$2,500.00	\$2,500.00		\$2,500.00	\$0.00	0%
06150-00	ASSOCIATION MEMBERSHIP	\$14,950.00	\$14,950.00	\$70.00	\$12,795.00	\$2,155.00	14%
06150-05	ASSOCIATION MEMBERSHIP - SBDC	\$50.00	\$50.00		\$0.00	\$50.00	100%
07000-00	PUBLICATIONS	\$1,800.00	\$1,800.00	\$52.26	\$1,409.07	\$390.93	22%
07000-05	PUBLICATIONS - SBDC	\$200.00	\$200.00	\$15.00	\$29.95	\$170.05	85%
15000-00	STAFF DEVELOPMENT	\$4,000.00	\$4,000.00	\$217.58	\$4,010.34	(\$10.34)	0%
16000-00	GOVERNING BOARD	\$2,948.00	\$2,948.00	\$312.40	\$753.31	\$2,194.69	74%
16400-00	ELECTIONS	\$3,500.00	\$3,500.00		\$0.00	\$3,500.00	100%
17000-00	MATERIALS FOR RESALE	\$0.00	\$2,000.00	\$293.17	\$1,535.91	\$464.09	23%
19001-00	OVER & SHORT	\$0.00	\$100.00	\$47.70	\$166.70	(\$66.70)	-67%
40000-00	BANKING EXPENSES	\$250.00	\$250.00	\$65.13	\$202.87	\$47.13	19%
40020-00	INTEREST EXPENSES	\$1,000.00	\$900.00	\$2.33	\$8.32	\$891.68	99%
400000-00	CAPITAL EQUIPMENT	\$6,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
400000-07	CAPITAL EQUIP-CAP EQUIP FUNDS	\$0.00	\$6,000.00		\$5,637.37	\$362.63	6%
	SUB-TOTAL	\$81,198.00	\$83,198.00	\$3,782.23	\$60,524.89	\$22,673.11	27%
	COLLEGE SUPPORT TOTAL	\$241,157.00	\$258,237.00	\$16,245.42	\$156,686.68	\$101,550.32	39%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
08	PLANT OPERATION & MAINTENANCE	01-08-XXXXXX-XX					
100000-00	PERSONAL SERVICES						
30000-00	CLASSIFIED	\$2,360.00	\$2,360.00		\$0.00	\$2,360.00	100%
40000-00	UNCLASSIFIED	\$140.00	\$140.00		\$138.24	\$1.76	1%
200000-00	OTHER PAYROLL EXPENSES	\$625.00	\$625.00		\$26.25	\$598.75	96%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$5,000.00	\$5,000.00	\$141.45	\$1,723.15	\$3,276.85	66%
01000-99	SUPPLIES - NBC	\$3,000.00	\$3,000.00	\$98.79	\$974.08	\$2,025.92	68%
06200-00	OTHER CONTRACTED SERVICES	\$25,247.00	\$22,221.00	\$1,245.00	\$12,489.10	\$9,731.90	44%
06200-99	OTHER CONTRACTED SERVICES - NBC	\$2,030.00	\$2,956.00	\$169.00	\$2,310.36	\$645.64	22%
12000-00	CLASSROOM RENTAL	\$56,200.00	\$47,488.00	\$4,303.00	\$25,597.00	\$21,891.00	46%
12000-06	OFFICE RENT - VETERAN'S GRANT	\$1,800.00	\$1,800.00	\$150.00	\$1,050.00	\$750.00	42%
20000-00	PROPERTY TAX	\$9,000.00	\$9,000.00		\$6,901.77	\$2,098.23	23%
400000-00	CAPITAL EQUIPMENT	\$1,000.00	\$1,000.00		\$340.00	\$660.00	66%
700000-00	PHYSICAL PLANT						
01000-00	UTILITIES	\$8,400.00	\$7,400.00	\$680.61	\$4,965.72	\$2,434.28	33%
01000-99	UTILITIES - NEHALEM BAY CENTER	\$20,000.00	\$20,000.00	\$2,076.76	\$9,997.78	\$10,002.22	50%
01000-06	UTILITIES - VETERAN'S	\$600.00	\$600.00	\$50.00	\$350.00	\$250.00	42%
02000-00	REPAIRS	\$24,000.00	\$24,000.00	\$381.80	\$19,298.82	\$4,701.18	20%
02000-99	REPAIRS - NBC	\$500.00	\$500.00	\$235.00	\$745.34	(\$245.34)	-49%
02000-05	REPAIRS - SEDC PROGRAM	\$500.00	\$500.00		\$46.65	\$453.35	91%
04000-00	LEASEHOLD IMPROVEMENTS	\$2,000.00	\$2,000.00		\$0.00	\$2,000.00	100%
	PLANT OPER. & MAINT. TOTAL	\$162,402.00	\$150,590.00	\$9,531.41	\$86,954.26	\$63,635.74	42%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	EXPENDED TOTAL	BALANCE BUDGET	BUDGET % OF
10	BOOKSTORE	01-10-XXXXXX-XX					
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$200.00	\$200.00		\$0.00	\$200.00	100%
02000-00	TRAVEL	\$204.00	\$204.00		\$0.00	\$204.00	100%
04000-00	POSTAGE	\$1,000.00	\$1,000.00		\$34.38	\$965.62	97%
17000-00	MATERIALS FOR RESALE	\$34,568.00	\$31,568.00	\$1,454.26	\$24,478.65	\$7,089.35	22%
	BOOKSTORE TOTAL	\$35,972.00	\$32,972.00	\$1,454.26	\$24,513.03	\$8,458.97	26%

GENERAL FUND: REQUIREMENTS

1989-90 TILLAMOOK COUNTY COMMUNITY COLLEGE S.D.

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
11	BOARD RESERVES	01-11-XXXXXX-XX					
801000-00	BOARD CONTINGENCY	\$50,000.00	\$25,920.00		\$0.00	\$25,920.00	100%
	TOTAL RESERVES	\$50,000.00	\$25,920.00	\$0.00	\$0.00	\$25,920.00	100%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	RECEIVED JANUARY	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
100000-00	FEDERAL SOURCES						
	SBDC/LANE C.C. - 04 (7/89-12/93)	\$11,316.72	\$11,071.72		\$10,659.85	\$411.87	4%
	SBDC/LANE C.C. - 04 (1/90-6/90)	\$8,307.28	\$8,307.28		\$0.00	\$8,307.28	100%
200000-00	STATE SOURCES						
	ADULT BASIC EDUCATION - 02	\$8,080.00	\$9,365.00		\$0.00	\$9,365.00	100%
	WORK & FAMILY SEMINARS - 03	\$12,000.00	\$11,000.00		\$0.00	\$11,000.00	100%
	OREGON ECONOMIC DEV. DEPT. - 05	\$23,605.00	\$23,605.00		\$23,605.00	\$0.00	0%
	SBDC ENHANCEMENT FUNDS - 05	\$19,750.00	\$17,967.00	\$8,496.59	\$8,496.59	\$9,470.41	53%
	VETERAN'S - 06	\$12,500.00	\$12,500.00		\$3,125.00	\$9,375.00	75%
	CAPITAL EQUIPMENT FUNDS - 07	\$32,387.00	\$32,387.00	(\$8,496.59)	\$15,262.72	\$17,124.28	53%
	REGIONAL COOPERATIVE - 10	\$10,500.00	\$10,000.00		\$0.00	\$10,000.00	100%
	VOC. ED. PROGRAM IMPROVEMENT - 11	\$6,451.00	\$6,451.00		\$0.00	\$6,451.00	100%
	VOC. ED. HANDICAPPED - 12	\$3,107.00	\$2,620.00		\$0.00	\$2,620.00	100%
	VOC. ED. DISADVANTAGED - 13	\$6,036.00	\$5,391.00		\$0.00	\$5,391.00	100%
	TARGETED TRAINING GRANT - 20	\$506.33	\$506.33		\$506.33	\$0.00	0%
300000-00	COUNTY SOURCES						
	COUNTY - VETERAN'S - 06	\$25,000.00	\$25,000.00	\$6,450.80	\$11,443.09	\$13,556.91	54%
	COUNTY - ECON DEV - 14	\$39,085.00	\$39,085.00		\$12,408.32	\$26,676.68	68%
560000-00	OTHER SOURCES						
	FRED MEYER (TEEN PARENT) - 01	\$84,785.00	\$61,000.00		\$61,000.00	\$0.00	0%
	FRED MEYER-AVAILABLE WORKING CAP		\$15,375.00		\$0.00	\$15,375.00	100%
	SRI - PROGRAM INCOME - 09	\$3,000.00	\$3,000.00		\$0.00	\$3,000.00	100%
	KOBE PROGRAM/HOST FAMILY - 15	\$387.62	\$387.62		\$387.62	\$0.00	0%
	NEHALEM BAY CENTER/POOL - 17	\$3,000.00	\$3,000.00		\$3,000.00	\$0.00	0%
	STUDENT RETENTION INITIATIVE - 18	\$4,000.00	\$4,000.00	\$3,410.52	\$3,410.52	\$589.48	15%
	TOTAL SPECIAL FUND RESOURCES	\$313,803.95	\$302,018.95	\$9,861.32	\$153,305.04	\$148,713.91	49%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
02-XY-XXXXXX-XX							
04	INSTRUCTION						
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES - INSTRUCTIONAL	\$500.00	\$865.00		\$383.96	\$481.04	56%
05	INSTRUCTIONAL SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$4,800.00	\$5,000.00		\$0.00	\$5,000.00	100%
200000-00	OTHER PAYROLL EXPENSES	\$1,700.00	\$1,700.00		\$0.00	\$1,700.00	100%
300000-00	MATERIALS AND SERVICES						
02000-00	TRAVEL	\$600.00	\$1,200.00	(\$23.38)	\$765.20	\$434.80	36%
02000-02	TRAVEL - VISTA	\$0.00	\$200.00	\$52.18	\$200.00	\$0.00	0%
03000-00	TELEPHONE	\$480.00	\$400.00	\$33.33	\$233.31	\$166.69	42%
ABE GRANT TOTAL		\$8,080.00	\$9,365.00	\$62.13	\$1,582.47	\$7,782.53	96%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
03-XX-XXXXXX-XX							
04	INSTRUCTION						
100000-00	PERSONAL SERVICES						
40000-00	INST. PERSONNEL	\$1,400.00	\$987.00		\$93.75	\$893.25	91%
200000-00	OTHER PAYROLL EXPENSES	\$210.00	\$150.00		\$17.66	\$132.34	88%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$150.00	\$103.00		\$0.00	\$103.00	100%
02000-00	TRAVEL	\$150.00	\$300.00		\$186.14	\$119.86	40%
06200-00	OTHER CONTRACTED SERVICES	\$150.00	\$0.00		\$0.00	\$0.00	#DIV/0!
05	INSTRUCTIONAL SUPPORT SERVICES						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$6,770.00	\$7,100.00	\$590.81	\$4,135.67	\$2,964.33	42%
200000-00	OTHER PAYROLL EXPENSES	\$1,700.00	\$1,480.00	\$144.65	\$1,128.61	\$351.39	24%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$200.00	\$200.00	\$73.60	\$136.97	\$63.03	32%
01005-00	SUPPLIES - MEDIA SERVICES	\$0.00	\$0.00		\$0.00	\$0.00	#DIV/0!
02000-00	TRAVEL	\$400.00	\$680.00	\$166.50	\$432.97	\$247.03	36%
06	STUDENT SERVICES						
100000-00	PERSONAL SERVICES						
30000-00	CLASSIFIED	\$800.00	\$0.00		\$0.00	\$0.00	#DIV/0!
200000-00	OTHER PAYROLL EXPENSES	\$70.00	\$0.00		\$0.00	\$0.00	#DIV/0!
WORK AND FAMILY SEMINAR TOTAL		\$12,000.00	\$11,000.00	\$975.56	\$6,125.77	\$4,874.23	44%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
04-05-XXXXXX-XX							
05	INSTRUCTIONAL SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$16,544.00	\$11,103.00	\$130.56	\$8,730.06	\$2,372.94	21%
30000-00	CLASSIFIED	\$0.00	\$4,495.00	\$683.20	\$1,078.95	\$3,416.05	76%
200000-00	OTHER PAYROLL EXPENSES	\$3,080.00	\$3,781.00	\$271.76	\$2,560.58	\$1,220.42	32%
SBDC FEDERAL GRANT TOTAL		\$19,624.00	\$19,379.00	\$1,085.52	\$12,369.59	\$7,009.41	36%



ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
	05-XX-XXXXXX-XX						
04	INSTRUCTION						
100000-00	PERSONAL SERVICES						
40000-00	INST. PERSONNEL	\$0.00	\$13,404.00	\$1,306.87	\$5,227.48	\$8,176.52	61%
200000-00	OTHER PAYROLL EXPENSES	\$0.00	\$6,176.00	\$457.40	\$1,829.60	\$4,346.40	70%
300000-00	MATERIALS & SERVICES						
13000-00	INSTRUCTIONAL CONTRACT	\$0.00	\$2,100.00		\$246.00	\$1,854.00	88%
05	INSTRUCTIONAL SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$31,002.00	\$2,548.00	\$261.11	\$261.11	\$2,286.89	90%
30000-00	CLASSIFIED	\$0.00	\$3,187.00	\$156.64	\$2,403.76	\$783.24	25%
0200000-00	OTHER PAYROLL EXPENSES	\$12,353.00	\$2,345.00	\$120.10	\$1,577.87	\$767.13	33%
08	PLANT OPERATION & MAINTENANCE						
300000-00	MATERIALS & SERVICES						
06200-00	OTHER CONTRACTED SERVICES	\$0.00	\$2,100.00	\$175.00	\$1,225.00	\$875.00	42%
12000-00	OFFICE RENT	\$0.00	\$8,712.00	\$726.00	\$5,082.00	\$3,630.00	42%
700000-00	PHYSICAL PLANT						
01000-00	UTILITIES	\$0.00	\$1,000.00	\$134.25	\$556.75	\$443.25	44%
SBDC STATE GRANT TOTAL		\$43,355.00	\$41,572.00	\$3,337.37	\$18,409.57	\$23,162.43	56%

ACCOUNT	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
06-07-XXXXXX-XX							
07	COLLEGE SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$24,500.00	\$21,753.00	\$1,812.72	\$12,689.04	\$9,063.96	42%
30000-00	CLASSIFIED	\$1,300.00	\$2,080.00	\$21.32	\$530.34	\$1,549.66	75%
200000-00	OTHER PAYROLL EXPENSES	\$9,550.00	\$8,867.00	\$848.33	\$5,207.37	\$3,659.63	41%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$400.00	\$600.00	\$39.47	\$143.45	\$456.55	76%
02000-00	TRAVEL	\$750.00	\$750.00		\$236.13	\$513.87	69%
03000-00	TELEPHONE	\$1,000.00	\$1,500.00	\$140.47	\$1,049.07	\$450.93	30%
04000-00	POSTAGE	\$0.00	\$200.00	\$100.00	\$200.00	\$0.00	0%
05220-00	PRINTING	\$0.00	\$250.00		\$0.00	\$250.00	100%
06150-00	ASSOCIATION MEMBERSHIP	\$0.00	\$100.00		\$0.00	\$100.00	100%
07000-00	PUBLICATIONS	\$0.00	\$100.00	\$50.00	\$50.00	\$50.00	50%
600000-00	EQUIPMENT REPAIR/REPLACEMENT						
01000-00	REPAIR CONTRACTS	\$0.00	\$100.00		\$0.00	\$100.00	100%
08	PLANT OPERATION & MAINTENANCE						
300000-00	MATERIALS & SERVICES						
12000-00	OFFICE RENT	\$0.00	\$1,200.00	\$100.00	\$700.00	\$500.00	42%
VETERAN'S GRANT TOTAL		\$37,500.00	\$37,500.00	\$3,112.31	\$20,805.40	\$16,694.60	45%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
	07-XX-XXXXXX-XX						
04	INSTRUCTION						
400000-00	CAPITAL EQUIPMENT	\$32,387.00	\$27,387.00		\$22,942.47	\$4,444.53	16%
	05						
	INSTRUCTIONAL SUPPORT						
400000-00	CAPITAL EQUIPMENT	\$0.00	\$5,000.00		\$2,586.95	\$2,413.05	48%
	CAPITAL EQUIPMENT FUNDS	\$32,387.00	\$32,387.00	\$0.00	\$25,529.42	\$6,857.58	21%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
08-06-XXXXXX-XX							
06	STUDENT SERVICES						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$44,860.00	\$39,424.00	\$1,562.34	\$10,936.38	\$28,487.62	72%
30000-00	CLASSIFIED	\$0.00	\$3,050.00		\$627.38	\$2,422.62	79%
200000-00	OTHER PAYROLL EXPENSES	\$16,925.00	\$16,277.00	\$730.40	\$4,738.07	\$11,538.93	71%
300000-00	MATERIALS AND SERVICES						
02000-00	TRAVEL	\$1,600.00	\$2,095.00	\$17.08	\$213.87	\$1,881.13	90%
03000-00	TELEPHONE	\$1,400.00	\$1,400.00	\$100.00	\$700.00	\$700.00	50%
500000-00	STUDENT SUPPORT SERVICES	\$20,000.00	\$14,130.00	\$1,492.63	\$5,808.06	\$8,321.94	59%
-----							
FRED MEYER/TEEN PARENT GRANT TOTAL		\$84,785.00	\$76,376.00	\$3,902.45	\$23,023.76	\$61,761.24	81%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
	09-06-XXXXXX-XX						
06	STUDENT SERVICES						
300000-00	MATERIALS AND SERVICES	\$1,500.00	\$1,500.00		\$0.00	\$1,500.00	100%
500000-00	STUDENT SUPPORT SERVICES	\$1,500.00	\$1,500.00		\$0.00	\$1,500.00	100%
	SRI - PROGRAM TOTAL	\$3,000.00	\$3,000.00		\$0.00	\$3,000.00	100%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
10-XX-XXXXXX-XX							
04	INSTRUCTION						
100000-00	PERSONAL SERVICES						
40000-00	INSTRUCTIONAL PERSONNEL	\$0.00	\$3,220.00		\$3,380.00	(\$160.00)	-5%
200000-00	OTHER PAYROLL EXPENSES	\$0.00	\$913.00	(\$81.07)	\$807.28	\$105.72	12%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$500.00	\$0.00		\$0.00	\$0.00	#DIV/0!
06200-00	OTHER CONTRACTED SERVICES	\$0.00	\$142.00		\$0.00	\$142.00	100%
05	INSTRUCTIONAL SUPPORT						
300000-00	MATERIALS AND SERVICES						
06200-00	OTHER CONTRACTED SERVICES	\$9,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
15000-00	STAFF DEVELOPMENT	\$0.00	\$225.00		\$312.72	(\$87.72)	-39%
07	COLLEGE SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$900.00	\$4,000.00	\$400.00	\$1,500.00	\$2,400.00	60%
200000-00	OTHER PAYROLL EXPENSES	\$100.00	\$1,000.00	\$100.00	\$400.00	\$600.00	60%
300000-00	MATERIALS & SERVICES						
16100-00	MEETING EXPENSES	\$0.00	\$500.00	\$20.97	\$216.06	\$283.94	57%
REGIONAL COOPERATIVE FUND TOTAL		\$10,500.00	\$10,000.00	\$439.90	\$6,716.06	\$3,283.94	33%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
11-YX-XXXXXX-YX							
04	INSTRUCTION						
100000-00	PERSONAL SERVICES						
40000-00	INSTRUCTIONAL PERSONNEL	\$3,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
200000-00	OTHER PAYROLL EXPENSES	\$1,000.00	\$0.00		\$0.00	\$0.00	#DIV/0!
300000-00	MATERIALS & SERVICES						
01000-00	SUPPLIES	\$500.00	\$0.00		\$0.00	\$0.00	#DIV/0!
05	INSTRUCTIONAL SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$1,261.00	\$0.00		\$0.00	\$0.00	#DIV/0!
200000-00	OTHER PAYROLL EXPENSES	\$350.00	\$0.00		\$0.00	\$0.00	#DIV/0!
300000-00	MATERIALS & SERVICES						
01000-00	SUPPLIES	\$340.00	\$0.00		\$0.00	\$0.00	#DIV/0!
07	COLLEGE SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$0.00	\$3,946.00		\$0.00	\$3,946.00	100%
200000-00	OTHER PAYROLL EXPENSES	\$0.00	\$1,380.00		\$0.00	\$1,380.00	100%
300000-00	MATERIALS & SERVICES						
01000-00	SUPPLIES	\$0.00	\$1,000.00		\$0.00	\$1,000.00	100%
02000-00	TRAVEL	\$0.00	\$125.00		\$0.00	\$125.00	100%
PROGRAM IMPROVEMENT TOTAL		\$6,451.00	\$6,451.00	\$0.00	\$0.00	\$6,451.00	100%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
	12-XX-XXXXXX-XX						
04	INSTRUCTION						
300000-00	MATERIALS & SERVICES						
13000-00	INSTRUCTIONAL CONTRACT	\$1,317.00	\$0.00		\$0.00	\$0.00	#DIV/0!
06	STUDENT SERVICES						
100000-00	PERSONNAL SERVICES						
10000-00	EXECUTIVE	\$1,200.00	\$0.00		\$0.00	\$0.00	#DIV/0!
20000-00	ADMINISTRATIVE	\$0.00	\$1,776.00	\$210.21	\$1,054.54	\$721.46	41%
200000-00	OTHER PAYROLL EXPENSES	\$420.00	\$727.00	\$16.08	\$221.53	\$505.47	70%
300000-00	MATERIALS & SERVICES						
02000-00	TRAVEL	\$170.00	\$117.00		\$0.00	\$117.00	100%
<hr/>							
VOC ED/HANDICAPPED GRANT TOTAL		\$3,107.00	\$2,620.00	\$226.29	\$1,276.07	\$1,343.93	51%



ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
13-XY-XXXXXX-XY							
04	INSTRUCTION						
300000-00	MATERIALS & SERVICES						
01000-00	SUPPLIES - INSTRUCTIONAL	\$1,500.00	\$800.00		\$0.00	\$800.00	100%
13000-00	INSTRUCTIONAL CONTRACT	\$3,946.00	\$0.00		\$0.00	\$0.00	#DIV/0!
05	INSTRUCTIONAL SUPPORT						
300000-00	MATERIALS & SERVICES						
02000-00	TRAVEL	\$590.00	\$0.00		\$0.00	\$0.00	#DIV/0!
06	STUDENT SERVICES						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$0.00	\$3,024.00	\$210.21	\$1,329.83	\$1,694.17	56%
200000-00	OTHER PAYROLL EXPENSES	\$0.00	\$1,234.00	\$16.08	\$331.65	\$902.35	73%
300000-00	MATERIALS & SERVICES						
02000-00	TRAVEL	\$0.00	\$333.00	\$78.32	\$136.97	\$196.03	59%
VOC ED/DISADVANT GRANT TOTAL		\$6,036.00	\$5,391.00	\$304.61	\$1,798.45	\$3,592.55	67%

ACCOUNT	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
	14-07-XXXXXX-XX						
07	COLLEGE SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$28,953.00	\$28,953.00		\$9,686.35	\$19,266.65	67%
200000-00	OTHER PAYROLL EXPENSES	\$10,132.00	\$10,132.00		\$3,368.07	\$6,763.93	67%
ECONOMIC DEVELOPMENT TOTAL		\$39,085.00	\$39,085.00	\$0.00	\$13,054.42	\$26,030.58	67%

ACCOUNT	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
-----							
	15-04-XXXXXX-XX						
04	INSTRUCTION						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$460.00	\$460.00		\$460.00	\$0.00	0%
200000-00	OTHER PAYROLL EXPENSES	\$46.33	\$46.33		\$46.33	\$0.00	0%
-----							
	TARGETED TRAINING GRANT TOTAL	\$506.33	\$506.33	\$0.00	\$506.33	\$0.00	0%

FUND: 16 KOBE PROGRAM/HOST FAMILY

1989-90 TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
-----							
16-06-XXXXXX-XX							
06	STUDENT SERVICES						
300000-00	MATERIALS AND SERVICES	\$387.62	\$387.62		\$112.05	\$275.57	71%
-----							
KOBE PROGRAM/HOST FAMILY TOTAL		\$387.62	\$387.62	\$0.00	\$112.05	\$275.57	71%

ACCOUNT#	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
08	PLANT OPERATION & MAINTENANCE		17-08-XXXXXX-XX				
400000-00	CAPITAL EQUIPMENT	\$3,000.00	\$3,000.00		\$2,502.00	\$498.00	17%
	NEHALEM BAY CENTER TOTAL	\$3,000.00	\$3,000.00	\$0.00	\$2,502.00	\$498.00	17%

ACCOUNT	DESCRIPTION	ADOPTED	REVISED	EXPENSES JANUARY	TOTAL EXPENDED	BUDGET BALANCE	% OF BUDGET
	18-07-XXXXXX-XX						
07	COLLEGE SUPPORT						
100000-00	PERSONAL SERVICES						
20000-00	ADMINISTRATIVE	\$2,046.28	\$2,046.28	\$2,046.28	\$2,046.28	\$0.00	0%
200000-00	OTHER PAYROLL EXPENSES	\$1,364.24	\$1,364.24	\$1,364.24	\$1,364.24	\$0.00	0%
300000-00	MATERIALS AND SERVICES						
01000-00	SUPPLIES	\$589.48	\$589.48	\$102.36	\$102.36	\$487.12	83%
STUDENT RETEN INITIATIVE TOTALS		\$4,000.00	\$4,000.00	\$3,512.88	\$3,512.88	\$487.12	12%

## A. Philosophy

1. The following policy was developed in the spirit of service to the community. The keynote is flexibility. Given that the administration is currently the Tillamook Bay Community College Service District (TBCCSD), the suggested policy indicates that the highest priority would be given to the college classes.
2. Other considerations include fairness, consistency with use policies of other public institutional facilities, and legal requirements made of facilities of this nature.
3. The philosophy of the this policy shall be that no community group be excluded from use of the building due to inability to pay. Introductory one-time uses by not-for-profit organizations will be encouraged. Some alternatives to monetary contract are "sweat equity" or barter for real value. (Foundation for such charges should be equal to or based on real costs to the Nehalem Bay Center for overhead such as heat, lights, maintenance, and cleaning, etc..)

## B. Priorities

## 1. Priorities in the event of conflict:

- a. Instructional uses by TBCCSD shall receive first priority.
- b. Other educational and cultural uses conducted by not-for-profit community and service organizations (e.g., "Let's Talk" conducted by NTCL Friends, garden clubs and other community centered groups) shall receive second priority.
- c. Any private use permitted under the general policies which would exclude the general community and/or admit only those paying a fee shall receive third priority.

## C. General Policies:

1. Community groups shall be permitted and encouraged to use the facilities for worthwhile purposes when such uses will not interfere with the operation of the NBC.
2. All arrangements for use of the facilities shall be consistent with the administrative rules and regulations of TBCCSD, NBC, and zoning regulations and the conditions of the use permit granted to the College by District #56.

- a. Those organizations for which such a requirement is mandated or appropriate shall be required to procure liability insurance.
- b. The Center may not be used for events or activities which include:
  1. Use or promotion of illegal activities, alcoholic beverages, illegal drugs or gambling.
  2. Discrimination on the basis of race, color, religion, national origin, sex, age marital status or handicapping condition.
3. The building director and/or their designated representative are authorized to approve and schedule the use of the facilities by organizations, to establish such administrative rules and regulations as are necessary for prudent maintenance and fiscal management of these assets, and be consistent with the rules established by TBCCSD/NBC.
4. TBCCSD/NBC reserves the right to cancel at any time any and all agreements issued for the use of any of the facilities.
5. The building director, and/or their designated representative, is hereby authorized to cancel at any time any and all agreement issued for the use of any of the facilities when they deem such action is necessary for the best interests of TBCCSD/NBC.
6. TBCCSD/NBC or its employees will not be liable for accident of injury resulting from use of the facilities by community groups.
7. One person must be designated responsible for the group. This person must see that doors and windows are locked immediately following the event and that proper care is taken of the building.
8. Groups may use the facility equipment by making special arrangements with the Director.
9. If cooking equipment is to be used, individual arrangements are to be negotiated prior to the event.
10. The group shall be responsible to see that the building is clean and ready for the next regular activity before leaving.
11. The Director may restrict the use of the facility to a minimum number of persons in order to conserve energy.
12. Any person or persons representing a community group which desires the use of the facility shall be made aware of this policy by signing an agreement with the Director which covers the regulations enumerated in this policy.



13. Failure to abide by the above rules will cause termination of the agreement.
14. The use of the facilities by any individual organization operated for private gain, or any purpose involving private gain, may be permitted only when an educational, civic, or charitable purpose will be served.
15. The facility's equipment may not be removed from the premises to be used by outside groups unless prior approval from the Director is obtained.
16. Exclusive use permission requires a positive recommendation from the Advisory Committee and must demonstrate most beneficial use of the space with regard to the community. Such arrangements are to be negotiated on an individual basis and will be in accord with this policy statement.
17. Individually negotiated events may be permitted involving certain NBC facilities (e.g., gymnasium, theater, or some combinations of the Nehalem Bay Center required for special events).
18. Exclusive use of facilities are to be negotiated on an individual basis and will be in accord with this policy statement.

#### Administrative Rules:

##### A. Fee Structure:

###### General

1. A deposit of \$35.00 is required if the plans for the use of facilities include materials or food with a potential for soiling or otherwise creating a cleaning problem. (see options #1 & #2., Administrative Rules below).
2. No charge on prior agreement for a not-for-profit group, first time application.
3. \$1.00 to \$3.00 per hour per room, not-for-profit group, in not-fund raising activity. (Sliding scale/payment based on ability to pay or use of "in-kind or service-trading"). The daily rate will be six times the hourly rate.
4. \$5.00 per hour per room, not-for-profit group involved in fund-raising activity. The daily rate will be six times the hourly rate.
5. \$10.00 per hour per room for private or exclusive group use. The daily rate will be six times the hourly rate.
6. Negotiated monthly contract for long-term routine use (e.g., CAT Latch-Key Program.)

## Pool

The pool is available for rental during non-prime times through arrangement with the Pool Director.

The following text shall be used in an agreement form which will specify the period of time and the date of the use. Both parties will sign the agreement:

POOL RENTAL AGREEMENT: I/We understand and accept the agreements here within and take responsibility for all lost or stolen items, or damage to the building and equipment occasioned by the of premise. The charge for pool rental will be \$30.00 for 1 1/2 hours including one lifeguard per 40 participants. The cost for each additional guard will be \$5.00 each.

A two week reservation period is required. If a "no show" on our part without cancelation I/we will pay a partial payment of \$15.00.

I/We shall be personally responsible for the observation of the rules governing the pool and the building.

## Cleanup

Option #1: Special arrangements in events which require special cleaning - janitorial services to be performed and billing of costs to group - on agreement.

Option #2: A refundable cleanup fee of \$35 for those events involving food or other materials creating a potential cleaning problem.

Option #3: If the group desires to hire a member of the TBCCSD/NBC custodial staff, the arrangement for pay shall be made between the group and the staff member/s involved.

Adopted by TBCCNBC Advisory Committee 12/20/89  
First Reading TBCCSD Board of Directors 2/5/90

**PERSONNEL REPORT**  
**March 1990**

*Leave of Absence*

Kate Houston, Director, Administrative Services  
Maternity Leave from July 30, 1990 - February 1, 1991