



TILLAMOOK BAY COMMUNITY COLLEGE
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2765
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Jerry Hallberg, *President*

February 22, 1996

Headlight Herald
PO Box 444
Tillamook OR 97141

LEGAL NOTICE SECTION:

Please publish the following in the February 28, 1996 edition of the Headlight Herald:

NOTICE IS HEREBY GIVEN, that the regular meeting of the Tillamook Bay Community College Board of Education will be held Monday, March 4, 1996, at 7:30 p.m. at the Small Business Development Center, 401-B Main Street in Tillamook. The public is invited to attend. TBCC will provide reasonable accommodations to individuals with disabilities, call 377-2765.

Artis van Rassel
Board of Education Secretary

av

H96-119
PUBLIC NOTICE
NOTICE IS HEREBY
GIVEN, that the regular
meeting of the Tillamook
Bay Community College
Board of Education will be
held Monday, March 4,
1996, at 7:30 p.m. at the
Small Business Develop-
ment Center, 401-B Main
Street in Tillamook. The
public is invited to attend.
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able accommodations to
individuals with disabilities,
call 377-2765.
2/28

DISTRIBUTION OF MINUTES/PACKETS/BUDGET

| SENT | NAME | 54 SHORT AGENDA | 13 LONG AGENDA | 53 MINUTES | 13 BOARD PACKET |
|------|--------------------------------------|-----------------------|----------------------|---------------|-----------------------|
| | Student Services - Peggy (posting) | X | | | |
| | Lavonne Bush, Superintendent | X | | X | |
| | William Molendyke, Superintendent | X | | X | |
| | Dr. Don McInnis, PCC | X | | X | |
| | Commissioner's Office | X | | X | |
| | OCCA | X | | X | |
| | Headlight Herald - Sally Ousley | X | | X | |
| | Instructors - c/o Linda | 30 | | 30 | |
| | Accounting - Mary Lou | X | | X | |
| | Computer Services - Bob | X | | X | |
| | SBDC - Mike | X | | X | |
| | NBC - Alisa | X | | X | |
| | Accounting - Patty | X | X | X | X |
| | Student Services - Jack | X | X | X | X |
| | Administrative Svcs - Mark | X | X | X | X |
| | Instruction - Helen | X | X | X | X |
| | Program Developer, Prof/Tech - Paula | X | X | X | X |
| | President - Jerry * | X | X | X | X |
| | Kathrine Jensen | X | X | X | X |
| | Eva Noble | X | X | X | X |
| | Ann Swain | X | X | X | X |
| | Wayne Jensen (give to Jerry) | X | X | X | X |
| | Craig Wakefield | X | X | X | X |
| | Dale Walters | X | X | X | X |
| | Robert Weitman | X | X | X | X |

* PRESIDENT HALLBERG RECEIVES AN ADDITIONAL COPY OF THE BUDGET REPORT

9/27/95

Tillamook Bay Community College
BOARD OF EDUCATION REGULAR MEETING
March 4, 1996
7:30 p.m.
401-B Main Street, Tillamook

A G E N D A

- I. **ADOPTION OF AGENDA**
- II. **APPROVAL OF MINUTES**
February 5, 1996 Regular Meeting Minutes
- III. **INTRODUCTION OF GUEST**
Helen Bonsall, Dean of Instruction & Fundraising/Foundation Committee Member
- IV. **BUDGET REPORT**
 - A. January Report
 - B. Resolutions
 - C. 1996-97 Budget Process Update
- V. **PERSONNEL REPORT**
March Report
- VI. **FACILITIES REPORT**
Nehalem Bay Center Update
Add: SURPLUS EQUIPMENT SALE
- VII. **OCCA/OCCS/OSBA CORRESPONDENCE**
OSBA Spring Regional Meeting: April 10, 1996, 6:00 p.m., Astoria
- VIII. **ANNOUNCEMENTS**
 - A. Budget Committee Meeting: April 8, 1996, 7:00 p.m., SBDC
 - B. Next Meeting: April 8, 1996, 7:30 p.m., SBDC
 - C. March: Women's History Month
- IX. **ADJOURNMENT**

BOARD OF EDUCATION REGULAR MEETING

March 4, 1996

7:30 p.m.

**Small Business Development Center
401-B Main Street, Tillamook, Oregon**

A G E N D A

I. ADOPTION OF AGENDA

Action needed: Motion to adopt the agenda.

II. APPROVAL OF MINUTES

The February 5, 1996 regular meeting minutes are enclosed for review and approval.

Action needed: Motion to approve the February 5, 1996 regular meeting minutes.

III. INTRODUCTION OF GUEST

Helen Bonsall, a member of the Fundraising/Foundation Committee, will update the Board on the committee's progress.

Action needed: Informational

IV. BUDGET REPORT

A. January Report

Mark Sybouts will review the January budget report with the Board. (enclosed)

Action needed: Informational

B. Resolutions

President Hallberg and Mark Sybouts will review the enclosed resolutions with the Board.

Action needed: Motion to adopt resolutions.

V. PERSONNEL REPORT

Artis van Rassel will discuss the next Personnel Committee meeting date with Board committee members.

Action needed: Informational

VI. FACILITIES REPORT

President Hallberg will update the Board on the current status of the Nehalem Bay Center.

Action needed: Informational

VII. OCCA/OCCS/OSBA CORRESPONDENCE

President Hallberg will review and discuss the following with the Board:

OSBA Spring Regional Meeting: April 10, 1996, 6:00 p.m., Astoria (enclosure)

Action needed: Informational

VIII. ANNOUNCEMENTS

A. Budget Committee Meeting: April 8, 1996, 7:00 p.m., SBDC

B. Next Meeting: April 8, 1996, 7:30 p.m., SBDC

C. March: Women's History Month (enclosure)

IX. ADJOURNMENT

**TILLAMOOK BAY COMMUNITY COLLEGE BOARD OF EDUCATION
MINUTES - REGULAR MEETING
March 4, 1996
Small Business Development Center
401-B Main Street, Tillamook, Oregon**

MEMBERS PRESENT

Wayne Jensen, Kathy Jensen, Craig Wakefield, Eva Noble,
Bob Weitman

MEMBERS ABSENT

Ann Swain, Dale Walters

STAFF PRESENT

Jerry Hallberg, Helen Bonsall, Mark Sybouts, Artis van
Rassel

CALL TO ORDER

Chairman Wayne Jensen called the meeting to order at 7:30
p.m.

ADOPTION OF AGENDA

President Hallberg requested that the Board add "Surplus
Equipment Sale" to the Facilities Report section of the
agenda.

Eva Noble moved to adopt the agenda as amended. Second -
Kathy Jensen. Motion passed unanimously 5/0.

APPROVAL OF MINUTES

Artis van Rassel reported a correction to the February 5,
1996 regular meeting minutes: the spelling of Mildred
Davy's last name on page 1.

Bob Weitman moved to approve the February 5, 1996
regular meeting minutes as amended. Second - Craig
Wakefield. Motion passed unanimously 5/0.

INTRODUCTION OF GUEST

President Hallberg reviewed the Employee Inservice agenda
and attachments with the Board. He then introduced Helen
Bonsall, Dean of Instruction, who updated the Board on the
activities of the Fundraising/Foundation Committee.

Dean Bonsall expressed her pleasure at seeing the employees
responses when asked to complete the sentence: "The
thing(s) I appreciate most about TBCC is/are . . ." Over and
over again "the people" were listed.

Ms. Bonsall reviewed the history of the committee: contacts
with other community college foundations for information
and samples of by-laws; the creation of draft by-laws; and
investigation into filing for 501(C)(3), non-profit, status. The
committee is currently reviewing the draft by-laws.

David Dickson, Clackamas Community College Foundation Executive Director, and the foundation's Board Chair visited the college in December and spoke to us about their successes and strategies. Their foundation's stated purpose is friend-raising and fundraising.

Ms. Bonsall advised the Board that previous gifts of land came to the community college through the Tillamook Community Foundation, which was originally formed for that purpose. The Tillamook Community Foundation has since grown to be a non-profit umbrella for many of the county's smaller non-profit groups.

The Dean directed the Board's attention to the handout, "Why a Foundation" and reviewed the items listed. One of the critical pieces in the creation of a foundation is the support of staff and faculty.

President Hallberg discussed the college's current participation in the Tillamook Community Foundation and stated that he is aiming for Fall, 1996, for the establishment of TBCC's foundation.

Craig Wakefield asked about fundraising training. The president replied that many workshops are available and national organizations provide networking and educational opportunities at their local meetings.

President Hallberg reviewed the input received from staff and faculty at the inservice, facilitated by Ed Armstrong. He also stated that he will be looking to the Board for names of potential board members for the foundation.

Eva Noble noted that foundation scholarship recipients at Central Oregon Community College were required to do community service.

BUDGET REPORT

Mark Sybouts reviewed the January budget report for the Board. With a little under 42% of the year remaining, most line items look good. He reported on Mark Labhart's discussion of the flood damage to the Tillamook Forest. Timber receipts are expected to be close to predictions this year. The second quarter timber earnings amounted to \$20,245. Funds are coming in as anticipated.

Craig Wakefield asked why there were negative amounts in resources. Mr. Sybouts responded that the amounts are actually positive, indicating that the college has received more than was budgeted. He noted that he is looking forward to seeing the next tax payment, it may put us over budget in that line item.

Discussion ensued about the effects of the flood on timber.

RESOLUTIONS

Mark Sybouts reviewed the resolutions with the Board. The United Way Literacy Grant resolution accepts the first two of four 1996 payments; United Way disperses annually. The Tillamook Education Consortium - Employees for Tomorrow resolution represents the remaining dollars in the Employees for Tomorrow Program that were split between consortium members. The college also received funds from the Tillamook P.U.D. to add to the Employees for Tomorrow Program money.

MOTION

Eva Noble moved to adopt Resolution 13, United Way Literacy Grant, and Resolution 14, Tillamook Education Consortium - Employees for Tomorrow, as presented. Second - Bob Weitman. Motion passed unanimously 5/0. (Copies of these resolutions are attached to these minutes.)

1996-97 BUDGET PROCESS UPDATE

President Hallberg updated the Board on the budget process. Sub-committee members present identified dates that they would be available and Eva Noble will call by Friday, March 8, with her available dates.

PERSONNEL REPORT

President Hallberg advised the Board that Mike Harris, Director of the Small Business Development Center, will be leaving the college June 30, 1996. He plans to return to the Portland area to be closer to his family.

Artis van Rassel informed the Board that the Personnel Committee meeting will be delayed until Ann Swain's return in April.

Craig Wakefield asked what the requirements are for the SBDC Director position. President Hallberg responded that the position requires a bachelor's degree, but a Master's in Business Administration is preferred. A master's degree allows the director to teach transfer credit business classes.

FACILITIES REPORT

President Hallberg advised the Board that the college has agreed to continue to manage the Nehalem Bay Center, at the City of Nehalem's request, until June 30, 1996. Discussions continue with the City of Nehalem regarding our leasing arrangements effective July 1, 1996.

The president noted that the Center was used during the recent flood by the Red Cross as a relief center.

SURPLUS SALE

Mark Sybouts passed out a list of assets to surplus in a sale Friday, March 22, 1996, from 9:00 a.m. to 4:00 p.m. in the Bay City classroom.

**OCCA/OCCS/OSBA
CORRESPONDENCE**

President Hallberg announced that the OSBA Regional Meeting will be held April 10, 1996, at 6:00 p.m. in Astoria. Wayne Jensen and Kathy Jensen will attend. Bob Weitman and Craig Wakefield will not attend. Eva Noble will advise if she is available.

ANNOUNCEMENTS

Budget Committee Meeting: April 8, 1996, 7:00 p.m., SBDC

Next Meeting: April 8, 1996, 7:30 p.m., SBDC

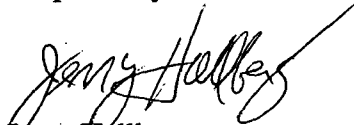
March: Women's History Month - free Friday night films. Board members received a schedule listing films to be shown and time and place.

Museum Open House: March 14, 1996, 2:00 p.m. to 8:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:19 p.m.

Respectfully submitted,



Jerry Hallberg
Clerk

TILLAMOOK BAY COMMUNITY COLLEGE FACULTY & STAFF INSERVICE

Friday, February 23, 1996
8:45 a.m.
Oceanside Community Center

AGENDA

- I. 8:45 a.m. Welcome - Artis van Rassel

- II. 9:15 a.m. *Working Together: Building Effective Communication in the Workplace*
Dorothy Sermol,
Intercultural Communication Solutions

Break

Working Together ... continues

- III. 12:30 p.m. Lunch: Buffet provided by ArtSpace

- IV. 1:15 p.m. *Creating Our Foundation's Mission Statement*
Facilitator: Ed Armstrong,
Professional Technical Coordinator for the
Tillamook County Education Consortium

Break

Creating Our ... Mission Statement continues

- V. 4:15 p.m. Adjournment

FOUNDATION? MISSION STATEMENT?

As some of you may remember, about eighteen months ago, a committee formed to explore fundraising options for TBCC. It concluded that TBCC needed a foundation that would provide long-lasting benefits for our students and the college. Contacts were made with other community college foundations and the initial steps to establish a foundation were explored.

The committee went through a period of transition during which several of its members left the college. In the last six months, new members have joined and the committee has re-gained its momentum.

Team members have been working on the legal requirements for attaining non-profit status and the development of by-laws. To further educate ourselves, the committee invited the Director and Board Chair from Clackamas Community College Foundation to speak to us about strategies that have proved fruitful for their foundation: friend-raising and fundraising. Their advise was to get out and talk to members of our community.

We agree that engaging community members is essential to the successful future of our foundation. BUT ... what are we going to say? What is our foundation's mission? The committee must be able to answer these questions before we talk to the community. As the faculty and staff of the college, your input is critical. The mission statement we create will give our foundation purpose and direction. With purpose and direction we can reach out to our neighbors, our friends, and our communities.

The afternoon session of our inservice will provide us time to begin addressing these questions. Ed Armstrong, Professional Technical Coordinator for the Tillamook County Education Consortium, has agreed to facilitate this process. Not only is Ed familiar with the college and our community, he also initiated the establishment of a foundation for Forest Grove's school district.

Together we can create a positive future for our students, community members, faculty, and staff at Tillamook Bay Community College.

The things I appreciate most about TBCC...is/are

people, comradarie-cooperation, caring about students & each other; the people are what make TBCC great.

Terrie the new counselor and the new student services office.

the quality of instruction, and the supportive and positive people I work with, "I can" attitude (Lets).

people working together, without contradictory directions.

the people and its "family" atmosphere.

its mission to serve the needs of our community, working with such creative and energetic people.

the people and students I work with, the opportunity to influence change, and the beauty of the country.

the people I work with.

The thing I like most about TBCC is the great people I work with.

-lack of political infighting

-smallness - I like being the only one teaching my subject

-faculty, staff and atmosphere less conservative than I feared.

the fact that it exists in such a small community.

has provided an environment for me to grow professionally and the staff have supported me through many changes in my personal life.

acceptance of diversity, small class sizes, dedicated teachers and staff.

quality of staff and faculty, quality education.

friendly work atmosphere

small class sizes and chance for students to know teachers and vice versa.

open communication and support network.

is the friendliness, helpfulness and caring of the staff also the opportunity to get the education I want.

my creative, energetic, positive co-workers.

the people that work and teach there, having been give the opportunity to teach.

is the flexibility that it allows me in my position.

the ability to express my individuality.

people, self direction, working with Jerry and Artis, being complimented on my work, pride in our position in community, service we provide, taking classes for free.

openness to ideas and opportunity to put ideas in to action without groping my way through multiple layers of bureaucracy, friendly welcome.

that we provide opportunities for learning to our neighbors; the people I work with; and the day to day creating.

that Bob finally gave me my own computer and the people I work with.

is hiring Helen Bonsall.

TEAM 1

Foundation - provide friends/funds.

What's the distinction between marketing and foundation.

Community perception of college - not "real" college.

Study who we are to the community.

To serve the diversity of the community.

Survey of community - see what their needs are - who do we serve; to find out what the personal needs are of the community.

Community Focus groups representing: seniors, faculty, students, business community, challenged students and community.

TEAM 2

scholarships

maintaining affordability

staff & faculty development

life-long learning - school reform continuation

college & community working together

community awareness (of the college) PR

serves entire county

opportunity for philanthropy

continue to respond to the unique needs of the community

fun

full county representation in foundation

TEAM 3

educational leadership (recognition)

having resources to keep students competitive in the workplace, for entry to higher education, to meet needs of the community

provide avenues for financial assistance to students

avenues for faculty development (full-time & adjunct) to promote educational excellence.

build bridges to the community

provide college with avenues for long range development in conjunction with community (building projects, program development, etc.)

TEAM 4

umbrella for many forms of fundraising and disbursement

foundation mission statement supports college mission statement and expands focus on specific needs.

Fundraising - Wish List

Building/land/facilities
scholarships (need or GPA based) / grants (need based)
new programs - academic, vocational, personal
library - facility and books
expand existing programs
bookstore - facility
self-accredited community college

Meet Community Needs:

continued technological advancement
agriculture
funding help
more programs
classroom to community transition (virtual)
outreach - expand horizons
training education for out county and the outside work
future jobs
vehicle for \$ donation
living trust/tax helpful

To form a foundation partnership between the community and the college to create and secure funding sources to provide quality education (from caring and supportive instructors) to prepare our community for the future.

Foundation exists to help answer the community's changing needs by providing funding source's to enhance new programs and create scholarships.

NEXT STEPS

- Survey community focus groups
- Written statement about what a foundation can do
- Look at comments - determine goals
- Survey students, are their needs being met
- Circulate minutes of marketing committee
- Expose community to new opportunities
- Options

GENERAL FUND: RESOURCES

1995-96

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

| 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 | COMM COLLEGE SUPPORT FUND | \$409,330.00 | \$409,330.00 | \$104,485.50 | \$313,456.50 | \$95,873.50 | 23.42% |
| 30000-00 | MEASURE 5 REPLACEMENT | \$214,694.00 | \$214,694.00 | \$34,333.50 | \$141,680.50 | \$73,013.50 | 34.01% |
| 300000-00 | LOCAL SOURCES | | | | | | |
| 10000-00 | CURRENT TAXES | \$408,997.00 | \$408,997.00 | \$9,923.56 | \$389,672.66 | \$19,324.34 | 4.72% |
| 20000-00 | PRIOR YEARS TAXES | \$50,000.00 | \$50,000.00 | \$2,481.43 | \$18,184.01 | \$31,815.99 | 63.63% |
| 30000-00 | COUNTY TIMBER REVENUE | \$50,000.00 | \$50,000.00 | | \$17,042.87 | \$32,957.13 | 65.91% |
| 400000-00 | TUITION AND FEES | | | | | | |
| 10000-00 | TUITION | \$208,500.00 | \$198,500.00 | \$14,092.50 | \$126,116.50 | \$70,383.50 | 35.46% |
| 10001-00 | TUITION - SENIOR | \$0.00 | \$10,000.00 | \$417.15 | \$5,901.00 | \$4,099.00 | 40.99% |
| 10000-05 | TUITION - SBDC | \$2,000.00 | \$2,000.00 | \$600.00 | \$1,680.00 | \$320.00 | 18.00% |
| 20000-00 | FEES | \$14,400.00 | \$14,400.00 | \$1,245.25 | \$8,446.63 | \$5,953.37 | 41.34% |
| 20001-00 | FEES-OTHER COURSE FEES | \$2,000.00 | \$2,000.00 | \$83.00 | \$728.00 | \$1,272.00 | 63.60% |
| 20000-05 | FEES - SBDC | \$3,000.00 | \$3,000.00 | \$837.50 | \$3,582.50 | (\$582.50) | -19.42% |
| 20000-97 | FEES - FITNESS CENTER | \$3,000.00 | \$3,000.00 | \$539.50 | \$2,600.77 | \$399.23 | 13.31% |
| 20001-99 | FEES - NBC, OTHER | \$100.00 | \$100.00 | (\$21.75) | \$279.25 | (\$179.25) | -179.25% |
| 500000-00 | OTHER REVENUE | | | | | | |
| 10000-00 | SALE OF GOODS/SERVICE | | | | | | |
| 10001-00 | SALE OF GOODS/SER - GED TEST | \$3,000.00 | \$3,000.00 | \$350.00 | \$1,550.00 | \$1,450.00 | 48.33% |
| 10002-00 | SALE OF GOODS/SER - COFFEE | \$1,000.00 | \$1,000.00 | \$100.00 | \$194.86 | \$805.14 | 80.51% |
| 10003-00 | SALE OF GOODS/SER - POP | \$25.00 | \$25.00 | | \$6.00 | \$19.00 | 76.00% |
| 10004-00 | SALE OF GOODS/SER - PHONE | \$500.00 | \$500.00 | | \$3.70 | \$496.30 | 99.26% |
| 10005-00 | SALE OF GOODS/SER - OTHER | \$825.00 | \$825.00 | \$24.00 | \$297.00 | \$528.00 | 64.00% |
| 10005-05 | SALE OF GOODS/SER. - OTHER - SBDC | \$50.00 | \$50.00 | | \$50.00 | \$0.00 | 0.00% |
| 10000-99 | SALE OF GOODS/SERVICE - NBC | \$100.00 | \$100.00 | \$8.50 | \$122.10 | (\$22.10) | -22.10% |
| 20000-00 | INTEREST INCOME | \$18,000.00 | \$18,000.00 | \$3,721.36 | \$19,392.13 | (\$1,392.13) | -7.73% |
| 30000-00 | RENTAL INCOME | \$1,000.00 | \$1,000.00 | \$172.50 | \$1,395.00 | (\$395.00) | -39.50% |
| 30000-99 | RENTAL INCOME - NBC ROOM | \$5,000.00 | \$5,000.00 | \$293.34 | \$3,342.35 | \$1,657.65 | 33.15% |
| 50000-00 | MISCELLANEOUS INCOME | \$4,950.00 | \$4,950.00 | \$200.42 | \$4,644.82 | \$305.18 | 6.17% |
| 50000-99 | MISCELLANEOUS INCOME - NBC | \$50.00 | \$50.00 | | \$0.00 | \$50.00 | 100.00% |
| 40000-00 | AVAILABLE WORKING CAPITAL | \$300,000.00 | \$300,000.00 | | \$516,009.16 | (\$216,009.16) | -72.00% |
| RESOURCES TOTAL | | \$1,700,521.00 | \$1,700,521.00 | \$173,687.26 | \$1,578,378.31 | \$122,142.59 | 7.18% |

BUDGET SUMMARY - JANUARY

1995-96

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

| | ADOPTED BUDGET | REVISED BUDGET | EXPENSES OR RECEIVED | TOTAL EXPENDED/ RECEIVED | BUDGET BALANCE | % OF BUDGET |
|--------------------------------|-------------------|-------------------|----------------------------|--------------------------------|-------------------|----------------|
| RESOURCES: | | | | | | |
| REVENUE | \$1,700,521.00 | \$1,700,521.00 | \$173,887.26 | \$1,576,378.31 | \$122,142.69 | 7.18% |
| REQUIREMENTS: | | | | | | |
| INSTRUCTIONAL | \$468,542.00 | \$476,342.00 | \$33,150.32 | \$192,639.35 | \$283,702.65 | 59.56% |
| INSTRUCTIONAL SUPPORT SERVICES | \$292,821.00 | \$301,021.00 | \$21,042.56 | \$147,014.42 | \$154,006.58 | 51.16% |
| STUDENT SERVICES | \$240,660.00 | \$240,660.00 | \$19,816.86 | \$131,778.76 | \$108,881.24 | 45.24% |
| COLLEGE SUPPORT SERVICES | \$368,201.00 | \$368,201.00 | \$26,412.69 | \$219,711.88 | \$148,489.12 | 40.33% |
| PLANT OPERATION & MAINTENANCE | \$117,122.00 | \$117,122.00 | \$6,278.70 | \$71,528.19 | \$45,593.81 | 38.93% |
| COMMUNITY SERVICES | \$350.00 | \$350.00 | \$30.40 | \$283.52 | \$66.48 | 18.99% |
| FINANCIAL AID | \$24,120.00 | \$24,120.00 | \$2,806.00 | \$12,823.38 | \$11,296.62 | 46.84% |
| DEBT SERVICES | \$52,705.00 | \$52,705.00 | | \$49,370.00 | \$3,335.00 | 6.33% |
| BOARD RESERVES | \$136,000.00 | \$120,000.00 | | \$0.00 | \$120,000.00 | 100.00% |
| TRANSFERS | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | |
| REQUIREMENTS TOTAL | \$1,700,521.00 | \$1,700,521.00 | \$109,537.53 | \$825,149.50 | \$675,371.50 | 51.48% |

RESOLUTION 13

Tillamook Bay Community College Service District
Board of Education
March 4, 1996

United Way Literacy grant

The President RECOMMENDS adoption of the following resolution:

WHEREAS, the 1995-96 budget of Tillamook Bay Community College Service District (TBCC) did not predict an additional United Way Literacy grant; and

WHEREAS, Oregon Local Budget Law, under ORS 294.326(2), provides that unanticipated funds which have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriation resolution:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of TBCC hereby adopts this resolution in the full amount of \$500.00 for the purpose shown below, hereby appropriated as follows:

| | |
|-----------------------|-----------|
| Instructional Support | \$ 500.00 |
| Total | \$ 500.00 |

RESOLVED this 4th day of March, 1996, by the Board of Education, Tillamook Bay Community College Service District.


Chairperson, Board of Education

Attest:


President, Clerk of Board

United Way Literacy grant

| DESCRIPTION | ADOPTED 1995-96 | REVISED 1995-96 |
|------------------------|----------------------------|----------------------------|
| Other sources | \$ 750.00 | \$ 1,250.00 |
| Working capital | 774.00 | 774.00 |
| Total resources | 1,524.00 | 2,024.00 |
| | | |
| Expenditures | | |
| Instructional Support | | |
| Materials and Services | | |
| Supplies | 762.00 | 1,262.00 |
| Travel | 762.00 | 762.00 |
| | | |
| TOTAL | 1,524.00 | 2,024.00 |

RESOLUTION 14

Tillamook Bay Community College Service District
Board of Education
March 4, 1996

Tillamook Education Consortium - Employees for Tomorrow

The President RECOMMENDS adoption of the following resolution:

WHEREAS, the 1995-96 budget of Tillamook Bay Community College Service District (TBCC) did not predict a Tillamook Education Consortium - Employees for Tomorrow grant; and

WHEREAS, Oregon Local Budget Law, under ORS 294.326(2), provides that unanticipated funds which have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriation resolution:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of TBCC hereby adopts this resolution in the full amount of \$1,125.50 for the purpose shown below, hereby appropriated as follows:

| | |
|-------------|-------------|
| Instruction | \$ 1,125.50 |
| Total | \$ 1,125.50 |

RESOLVED this 4th day of March, 1996, by the Board of Education, Tillamook Bay Community College Service District.


Chairperson, Board of Education

Attest:


President, Clerk of Board

FILM FESTIVAL

In Celebration Of:

WOMEN'S HISTORY MONTH

FREE! *And Open to the Public*

EVERY *Friday in March 7:00 PM*

Tillamook Bay Community College Auditorium

MARCH 1 *The Secret of Roan Inish*
MARCH 8 *Lakota Woman*
MARCH 15 *Like Water for Chocolate*
MARCH 22 *My Brilliant Career*
MARCH 29 *Joy Luck Club*

Discussion to Follow Each Film!

PRESENTED THROUGH THE SUPPORT OF:

TILLAMOOK BAY COMMUNITY COLLEGE

THE ASSOCIATED STUDENTS OF TILLAMOOK BAY COMMUNITY COLLEGE

THE INTERNATIONAL HONOR SOCIETY OF PHI THETA KAPPA

BAYSIDE MARKET & DELI

WHITE MOON COW CAFE

Tillamook Education Consortium - Employees for Tomorrow grant

| DESCRIPTION | ADOPTED 1995-96 |
|--------------------|----------------------------|
| Local sources | \$ 1,125.50 |
| | |
| Expenditures | |
| Instruction | |
| Capital Outlay | |
| Equipment | 1,125.50 |
| | |
| | |
| TOTAL | 1,125.50 |

1996-97 BUDGET SUB-COMMITTEES

| INSTRUCTION - INSTRUCTIONAL SUPPORT | | STUDENT SERVICES - SPECIAL AND ENTERPRISE FUNDS - COMMUNITY SERVICE | | COLLEGE SUPPORT - PHYSICAL PLANT DEBT SERVICE - CONTINGENCY - BUILDING RESERVE | |
|---|----------------|---|---------------|--|-----------------|
| Meeting Date: Mon. 3/18 Time: 4:00 p.m. Place: SBDC | Kathy Jensen | Meeting Date: Tue. 4/2 Time: 12 noon Place: SBDC | Van Moe | Meeting Date: Tue. 3/19 Time: 12 noon Place: SBDC | Wayne Jensen |
| | Bob McPheeters | | Eva Noble | | Dale Walters |
| | Bob Weitman | | Ann Swain | | Craig Wakefield |
| | Jackie Gohring | | Ken Upshaw | | Dick Russell |
| | Vicki Goodman | | Bernie Nelson | | |

LUNCH WILL BE PROVIDED AT ALL NOON MEETINGS



TILLAMOOK BAY COMMUNITY COLLEGE
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2765
Fax: 503/377-2219

Jerry Hallberg, *President*

MEMORANDUM

TO: Staff and Faculty
FROM: Jerry Hallberg
DATE: February 29, 1996

I want to inform you that Mike Harris, Director of the Small Business Development Center, will be leaving the college June 30, 1996. He plans to return to the Valley to be closer to his family. Please join me in extending best wishes to Mike in his future endeavors.

Recruitment for the position of SBDC Director will begin in mid-March.

Tillamook Bay Community College
List of Assets to surplus

Savin 5020 copier & stand
Xerox telecopier 7012 FAX
Gould Mini computer
IBM model 30 computer
IBM Model 50 computer
PC keyboards
IBM Quiet Writer printer
IBM Quiet Writer III printers
IBM Proprinter XL24 printers
IBM 3812 printer
IBM 4216 Page Printers
IBM 3852 Model 2 printer
H. P. Scanjet scanner (MCA)
Computer monitors
Cannon P10D calculator
Royal Electric typewriter
Underwood Scriptor typewriter
RICOH FF90 camera w/ accessories & carrying case
Apple II computer w/ 2 disk drives & monitor
Apple IIc computer w/ 2 disk drives & monitor
Osborne 1 computer
Samsung portable televisions
External IBM 5 1/4" floppy disk drive
Miscellaneous doors
Metal 4 shelf unit
Miscellaneous wooden shelves
Miscellaneous room dividers
Secretary chairs
Answering machine
Miscellaneous accessories for above equipment
Other miscellaneous small items
Large table in SBDC library

MEMORANDUM



TO: Board Members and Superintendents
FROM: Jim Carnes, Director of School Board Leadership
SUBJ: Tillamook/Clatsop Spring Regional Meeting
DATE: February 21, 1996

The Oregon School Boards Association invites you to attend the 1996 Spring Regional Workshop on Wednesday, April 10, 1996, at the Astoria Red Lion (Chinook Room).

This is a great opportunity for board members and superintendents to receive important and relevant information as the pace of school improvement quickens.

The topic for the regional workshop is "Improving Education Requires Improving School Board Leadership." You will learn:

- What decisions your board must make to implement Oregon's 1995 Educational Act for the 21st Century; and
- How to use OSBA's "Quality Leadership Inventory" for checking your board's school improvement progress.

The schedule for the evening is as follows:

- 6 p.m. Western Buffet Dinner (\$19.66 including gratuity)
- 7 p.m. Program Begins
- 8 p.m. Program Concludes

Please RSVP to Nancy Lane • Clatsop ESD • 325-2862 • by Wednesday, April 3, 1996.