



## Board of Education Meeting Agenda

**Date:** Monday, October 7, 2019

**TBCC Board Meeting – Tillamook PUD Carl Rawe Room – 4:00pm – 5:00pm**

<b><u>Item</u></b>	<b><u>Description</u></b>	<b><u>Resource</u></b>
1.	<b>Call to Order • Acknowledge Guests</b> -----	Chair Gervasi
2.	<b>Consent Agenda:</b> ----- a. Approval of Agenda b. Approval of September 9, 2019 Minutes c. Personnel Report.....	(ACTION) Chair Gervasi    Director Ryan
3.	<b>Invitation for Public Comment</b> ----- Available at the beginning of the meeting is an opportunity for the public to comment on any issue within the jurisdiction of the Tillamook Bay Community College Board of Education. The Board Chair may determine reasonable time, space and manner limitations. At the conclusion of public comment, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda.	Chair Gervasi
4.	<b>New Business and/or focused policy discussions</b> a. Budget Development Guidelines and Schedule..... b. IPM Report – Second Reading.....	(ACTION) CFO Williams (ACTION) Director Ryan
5.	<b>Information-Only Items (Board members may request any item be placed on the discussion agenda)</b> a. OCCA Presentation..... b. Tuition and Fees Update..... c. Grants Report..... d. ASTBCC Report..... e. Financial Report..... f. President’s Report.....	Executive Director Cam Preus CFO Williams Director Luquette President Donowho CFO Williams President Tomlin
6.	<b>Board Member Discussion Items</b> -----	Chair Gervasi
7.	<b>Adjournment</b> -----	(ACTION) Chair Gervasi

## Call to Order

**RECOMMENDATION**

CALL THE BOARD MEETING TO ORDER & ACKNOWLEDGE GUESTS

**BACKGROUND INFORMATION**-----

Chair Gervasi



## Approval of the Consent Agenda

### RECOMMENDATION

ACTION

**BACKGROUND INFORMATION** ----- (Action) Chair Gervasi  
MOTION TO APPROVE THE CONSENT AGENDA FOR THE OCTOBER MEETING.

Items for approval:

- a. Approval of Agenda
- b. Approval of September Minutes
- c. Approval of the Personnel Report



# Approval of the Agenda

## RECOMMENDATION

MOTION TO APPROVE THE AGENDA FOR THE OCTOBER MEETING.

## Board of Education Meeting Agenda

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2.	<b>Consent Agenda:</b> -----	(Action) Chair Gervasi
	a. Approval of Agenda	
	b. Approval of September 9, 2019 Minutes	
	c. Personnel Report.....	Director Ryan
3.	<b>Invitation for Public Comment</b> -----	Chair Gervasi
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4.	<b>New Business and/or focused policy discussions</b>	
	a. Budget Development Guidelines and Schedule.....	(Action) CFO Williams
	b. IPM Report – Second Reading.....	Director Ryan
5.	<b>Information-Only Items (Board members may request any item be placed on the discussion agenda)</b>	
	a. OCCA Presentation.....	Executive Director Cam Preus
	b. Tuition and Fees Update.....	CFO Williams
	c. Grants Report.....	Director Luquette
	d. ASTBCC Report.....	President Donowho
	e. Financial Report.....	CFO Williams
	f. President’s Report.....	President Tomlin
6.	<b>Board Member Discussion Items</b> -----	Chair Gervasi
	<b>Adjournment</b> -----	(Action) Chair Gerva



# September 9 Board of Education Meeting Minutes

**Date:** Monday, September 9, 2019

## **TBCC Board Meeting– TBCC Campus – 6:00pm – 8:00pm**

**TBCC Board Members in Attendance:** Mary Faith Bell, Kathy Gervasi, Betsy McMahon, Jennifer Purcell, Mary Jones, Tamra Gammon

**TBCC Board Members not in Attendance:** Pamela Zwiefel

**TBCC Staff in Attendance:** Ross Tomlin, Pat Ryan, Rhoda Hanson, Erin McCarley, Heidi Luquette, Michael Weissenfluh, Kyra Williams, Tana Dillard, Teresa Rivenes

**Guests in Attendance:** Commissioner Yamamoto

### **Description**

### **Resource**

**Call to Order • Acknowledge Guests (agenda item 1)** ----- Chair Gervasi  
Chair Gervasi called the Board meeting to order at 5:59 p.m.

Mary Jones completed the oath of office and was sworn in as the newly re-elected zone 2 Board member for a new 4-year term.

**Consent Agenda (agenda items 2, 2.a, 2.b, 2.c)** ----- (ACTION) Chair Gervasi  
No changes were requested to the July 1, 2019 minutes or to the September 9, 2019 meeting agenda.

Director Ryan presented the personnel report noting that the first two positions listed have been filled and gave the names of the successful candidates. In addition to the other 3 positions listed in the Personnel Report, TBCC is also now posting for an IT Coordinator position and Curriculum Development Coordinator. The part time library assistant position has interviews starting this Wednesday afternoon.

Mary Faith Bell motioned to approve the consent agenda. Betsy McMahon seconded the motion. The motion carried.

**Invitation for Public Comment (agenda item 3)** ----- Chair Gervasi  
There was no public comment.

**New Business and/or focused policy discussions (agenda item 4)**

**Budget Development Guidelines and Schedule – First Reading (agenda item 4.a)**---CFO Williams



CFO Williams explained that the schedule shifted by one day this coming year. CFO Williams emphasized that April 13 is the date for the next budget committee meeting. The only change in guidelines is in the faculty and staff section adjusting salary levels. This will be brought back to the Board next month for approval.

**TBCC IPM plan – First Reading (agenda item 4.b) ----- Director Ryan**

Director Ryan explained that IPM stands for integrated pest management and attached to this packet is the TBCC IPM Plan. These started in elementary schools to prevent asthma. TBCC has had a plan in place a while. TBCC is required to make a list of approved pesticides. It's posted on the website. TBCC does not do any application ourselves because it requires a pesticide application license. It is important to adopt a plan, and that is the intent of bringing our plan to the Board. The key parts are training employees around awareness and circumstance that cause the attraction of rodents and pests. TBCC has a yearly training and puts 'sticky pads' out to attract pests. Director Ryan pointed out that it helps greatly that there is no cafeteria on campus.

George Hastings has done a great job keeping our facility up to date and in excellent condition. He is responsible for both the main campus and the PRI building. TBCC had one issue recently in which there was one small mouse in the administration office. It was an easily resolved issue.

The plan will be brought back to the Board next month for approval in a second reading.

**Information-Only Items (agenda item 5)**

**Timber Reserves Update (agenda item 5.a) ----- Commissioner Yamamoto**

Commissioner Yamamoto shared an update on the management of the Tillamook State Forest and how that impacts the timber reserve money received by the county and dispersed to schools, TBCC, and other special districts throughout the county.

Oregon Department of Forestry manages 30,000 acres of forest lands. These are to be sustainably managed to provide timber revenue. Total wood product sales exceeded \$10.4 billion in 2016. Sawmill numbers have decreased greatly in the state over the past 20 years.

At the current rate of harvest it would take about 100 years to clearcut the entire forest. There is approx. 17 billion board feet of timber in our forests. Only 8 billion board feet are harvestable at this point. The other half cannot be harvested due to certain restrictions.

The state treasury recently released a report that stated that \$21 million came to Tillamook County from timber revenue in 2016. Tillamook County keeps only 25% of that revenue. The rest (75%) gets distributed to over 20 special districts, including all school districts, the college, 911, etc. Each special district that received timber revenue will tell you that it is extremely important money in their budgets.



Commissioner Yamamoto emphasized the importance of continuing to harvest timber in the State Forest. It keeps the forest healthy and provides revenue that is greatly needed by the County and the special districts.

**Civil Rights Review Update (agenda item 5.b)** ----- President Tomlin

President Tomlin explained that TBCC received the approved Voluntary Compliance Plan (VCP) from the state at the end of June. TBCC went through it and a Leadership Team member was assigned to take the lead in correcting each of the 22 corrective actions in the VCP. A list of 15 commendations was included and was handed out to the Board. The corrective actions all need to be completed by May 1, 2020.

Director Ryan is working on facility project items that need to be updated or improved. This list should not cost TBCC a large amount of money. The Leadership Team will review the list at the end of every month to check on progress. The biggest impact dollar-wise to TBCC could be translation of many of our marketing materials into Spanish and the Evacu-Trac stair system that will need to be installed on our main stairs to get wheelchairs from the second floor to the first floor in the event of a power outage. We also will need to close off areas below our stairs so that the visually impaired cannot walk into them.

**Facilities Master Plan Update and Discussion (agenda item 5.c)** ----- President Tomlin

President Tomlin explained that TBCC got the community engagement report back from Eileen Casey-White. TBCC talked to over 400 people and 70 businesses in the county to collect the data. Interestingly, the report showed there was no overwhelming facility need identified. Many of the suggestions from the community members are already happening or are already in the process of being done. Examples include the strong healthcare pathway that CAO Rivenes has been working on and the agriculture technology degree that is being considered. TBCC will be sharing this information with the staff next week to get their feedback on new facility needs, and will then bring recommendations to the Board next month. TBCC has hired the architecture firm FFA from Portland to develop the full Facilities Master Plan after the College decides on its needs.

**Board Retreat Agenda Items (agenda item 5.d)** ----- President Tomlin

President Tomlin shared that the Board Retreat is scheduled for October 7<sup>th</sup>. We will be meeting at the TPUD Conference Room. In the agenda President Tomlin listed some items to discuss that day: Guided Pathways, Mission Fulfillment, new Accreditation standards, the TBCC climate survey results from last spring, potential new programs, and others. President Tomlin asked the Board if they had any other items they would like to cover at the retreat. There were none. The Board of Education retreat agenda will be sent out the week before with the regular board meeting packet.

**Financial Report (agenda item 5.e)** ----- CFO Williams

CFO Williams presented the financial report for July, the first month of the fiscal year. All beginning fund balances are still not final, but they are close. Referring to Attachment 1, TBCC moved the summer term tuition money back into the general fund for 2019/20. TBCC did not generate any extra money. It was just reported in a different fund. Our state funding will be more than what we budgeted





due to the Legislature allocating \$50M more to community colleges than we used to build our budget. Property taxes won't be set until October. TBCC is still below the average cost per credit throughout the state, which is \$106 per credit. President Tomlin informed that there have been no comments from students to staff about the increased tuition rate. It was announced that the Final FTE for this past year was 478. TBCC did not quite meet the Wildly Important Goal (WIG) of 500 FTE from last year but still grew 5% and was the only college in Oregon that grew in FTE.

**President's Report (agenda item 5.f)** ----- President Tomlin  
President Tomlin informed that there are a lot of things coming up. TBCC has a ribbon cutting for the truck driving simulator this Thursday from 4-6pm. The ribbon cutting will be at 5 o' clock. The event will be at the PRI building in classroom 107. Director Luquette shared that the truck driving simulator was 100 percent grant funded, but only one funding partner is able to attend the ribbon cutting (TCCA). USDA and Ford Family Foundation were the other grantors. No other college in the state has this type of simulator. President Tomlin informed that this will be a revenue generator because it can be rented out to trucking companies at \$125/hour or \$800/day. Director Luquette expressed that she invited 71 people to the ribbon cutting, including members of the Truck Driving Advisory Committee, legislators, and the media.

President Tomlin notified that TBCC's all staff in-service is next Monday through Wednesday. All board members were invited to join the sessions at any time they choose to attend, but especially the lunch next Monday at noon when they could mix with staff.

The Board Retreat is October 7. OCCA Director Cam Preus will be in attendance for the regular board meeting to talk about OCCA and the upcoming conference at Salishan Resort. Chair Gervasi plans to come down that Thursday morning and stay overnight. The OCCA Board meeting is October 11 at Blue Mountain Community College, with the OPC meeting being there on October 10-11.

This year, TBCC will join each school district at their board meetings, one district per term. Neah-Kah-Nie is the first combined board meeting. They have invited TBCC to come to Rockaway for the joint Board meeting on December 9 from 5:30-6:30pm. The two boards will then split off to do their individual meetings.

The NW Commission (NWCCU) President came to the OPC Retreat which was the first week of August. He is shaking things up and people seem pleased with his changes. TBCC's dues will go down next year and the college won't have to pay for substantive changes as we have in the past. We currently pay \$40,000 in dues per year to the accrediting organization.

TBCC is on the Tillamook County childcare task force. CAO Rivenes and President Tomlin will be tag teaming those meetings so that there is always someone from TBCC in attendance. Board Member Purcell explained that Commissioner Bartlein convened a task force with representatives from the college, school districts, the YMCA, county health, etc. to talk about the problem of having limited childcare available in Tillamook County. The first couple of meetings have been spent identifying co-chairs to lead the group in the direction of expanding the availability of childcare in the county and developing a problem statement.





President Tomlin explained that Teresa and he met with Christy Hartford, the new Tillamook High School Principal and the Tillamook Superintendent, Curt Shelley. Both of them seem committed to maintaining and growing our strong partnership.

The salary study is moving forward and we are working with HR Answers for this process. This will help with the pay equity requirements from the state. It has been 15 years since the last study was done at TBCC. All staff positions will complete a job analysis and job characteristic questionnaire. These two documents together will provide HR Answers the information to analyze. These documents are due to supervisors by 9/16 and then the supervisors will review with staff by 9/30. At that point they will be sent to HR Answers to compile and rank the data. We will have to do some degree of market analysis as well to place positions in the correct grade. We hope to have all of this done by the end of fall term.

Director Luquette shared that Mildred Davy Luncheon is on October 18.

President Tomlin mentioned that he wants to add a regular agenda item to the Information-Only Items section each month to have two Leadership Team members provide a quick update from their departments. For this meeting, Chief Student Services Officer Hanson shared there is definite confusion around financial aid so Student Services has created a couple of documents aimed to help students. By the end of meeting with each student, they will understand the sources of funding they've been offered, how to renew that funding, if it is renewable for the following year, the number of credits they are taking, and how that number effects the amount of aid they receive. They will understand their cost for the term and what their financial aid will cover. They will receive a spreadsheet listing the money they may receive/owe. They can then set up a payment plan if needed. The goal is for students to have a better understanding of their financial situation prior to coming to college.

**Board Member Discussion Items (agenda item 6)** ----- Chair Gervasi  
There were no discussion items.

**Adjournment (agenda item 7)** ----- (ACTION) Chair Gervasi  
Mary Faith Bell motioned to adjourn the meeting at 7:26 PM. Betsy McMahon seconded the motion.  
The meeting was adjourned.



## Personnel

### RECOMMENDATION

CONSENT AGENDA

BACKGROUND INFORMATION----- Director Ryan

Position Title	Application Review Begins	Start Date	Comment	Screening Committee Chair	
Part-time Library Assistant		9/26//19		Masyn Phoenix	
Career Education Advisor/ Enrollment Specialist			Interview held 9/26-27/ 2019	Rhoda Hanson	
Dean of Academic Partnerships			Reposted; First review of applications 10/7/2019	Teresa Rivenes	
Office of Instruction: Program Coordinator			First review of applications 10/7/2019	Teresa Rivenes	
Information Technology Support Specialist			First review of applications 10/7/2019	Sheryl Neu	



## Invitation of Public Comment

### **RECOMMENDATION**

AVAILABLE AT BOTH THE BEGINNING AND END OF THE MEETING IS AN OPPORTUNITY FOR THE PUBLIC TO COMMENT ON ANY ISSUE WITHIN THE JURISDICTION OF THE TILLAMOOK BAY COMMUNITY COLLEGE BOARD OF EDUCATION. THE BOARD CHAIR MAY DETERMINE REASONABLE TIME, SPACE AND MANNER LIMITATIONS. AT THE CONCLUSION OF PUBLIC COMMENT, INDIVIDUAL MEMBERS OF THE BOARD MAY RESPOND TO COMMENTS MADE BY THOSE WHO HAVE ADDRESSED THE BOARD, MAY ASK STAFF TO REVIEW A MATTER, OR MAY ASK THAT A MATTER BE PUT ON A FUTURE AGENDA.

**BACKGROUND INFORMATION** ----- Chair Gervasi



# NEW BUSINESS AND/OR FOCUSED POLICY DISCUSSIONS

**RECOMMENDATION**

**BACKGROUND INFORMATION** ----- Chair Gervasi



# Budget Development Guidelines and Calendar

**RECOMMENDATION**

APPROVE BUDGET DEVELOPMENT GUIDELINES AND CALENDAR

**BACKGROUND INFORMATION** .....CFO WILLIAMS

Budget Development Guidelines and Calendar are presented for Board's approval. No changes have been made since the first reading on September 9th.



## 2020-2021 Budget Development Guidelines

Guideline	Gloss <sup>1</sup>
<b>Assessment and Planning:</b> Financially support comprehensive planning and assessment activities leading to continuous improvement in fulfilling the College's mission, core themes, and strategic initiatives. Strategic college projects are tied to a core theme objective with budget requirements.	Determining the short, intermediate, and long-range goals, objectives, and activities necessary to fulfill the College's mission and core themes in a continuously improving manner is essential to meet the expectations of those TBCC is charged to serve.
<b>Educational Program Support:</b> Direct the highest levels of financial support to those programs and courses with a demonstrated potential for growth in the following priority order: (1) degree and certificate programs, (2) other credit courses, (3) reimbursable non-credit programs and courses, (4) non-reimbursable.	This guideline addresses a key principle: to remain viable, resources must be invested where they will provide the best return. It also acknowledges TBCC's roles as a comprehensive community college. There may also be a need for self-supporting courses and programs.
<b>Educational Program Equipment:</b> Give priority to maintaining up-to-date instructional technology and training equipment.	In today's highly technological society, students trained in up to date labs and equipment are afforded the highest opportunity for success. In addition, the competitive nature of the higher education industry places an institution that does not maintain up-to-date training equipment at a significant disadvantage. Grant and industry support will be investigated to assist with this need.
<b>Facilities:</b> Maintain current facilities and acquire facilities necessary to achieve mission, core themes, and strategic initiatives.	TBCC since 2010 has completed the capital construction projects projected in 2008. They include: the new central campus building, a new technical training center in remodeled Tillamook School District facilities, a new TBCC South facility, and renovated facilities within Neah-Kah-Nie High School. In 2018 construction of the Partners for Rural Innovation was completed. Our facilities are expected to fully support the institution and the students it serves and allow TBCC to better fulfill its mission, goals, and strategic plans. There are no current plans for further facilities expansion and the budget will include maintenance and safety enhancements for existing structures. A Facilities Master Plan will be completed in 2019 and future expansion will be planned and budgeted as needed.
<b>Technological Resources:</b> Provide computing and other technological resources leading to enriched educational opportunities for students and enhanced management information systems.	Information technologies are expanding at a phenomenal pace. Developing and maintaining a technological infrastructure to support information technologies is a paramount objective of progressive institutions of higher education. To serve the best interests of students, and to meet the information and accountability demands of the public, TBCC must establish a long-term financial commitment to this objective.
<b>Faculty and Staff Development:</b> Encourage faculty and staff development and training.	The professional staff is the single most consequential resource of the College. Maintaining this resource by supporting a process that encourages renewal of professional development and training is essential.
<b>Faculty and Staff Remuneration:</b> Adjust salary levels to reflect, at a minimum, a constant value equivalent with 2019-2020 salary levels after accounting for inflation.	A key to attracting and keeping outstanding professional staff is to maintain remuneration at levels competitive with those offered by other similar community college employment opportunities in Oregon.
<b>Student Tuition and Fees:</b> Within the constraints imposed by fiscal and other limitations, target movement of general tuition and fees to a level generally equivalent to those of Oregon's other community colleges.	Community colleges are colleges of the people. Providing access to TBCC's educational offerings is a concept intrinsic to the foundation of the College's mission. Targeting tuition and fees to level reflective of neighboring and statewide institutions ensures maintenance of this objective.



## **Mission, Core Themes, Vision and Values:**

### **VISION**

Tillamook Bay Community College is a local leader in educational excellence and innovation, community advancement, and economic success.

### **MISSION**

Tillamook Bay Community College creates bridges to opportunity by providing quality education that serves the needs of our diverse community.

### **VALUES**

Tillamook Bay Community College values and promotes student success through academic excellence and resourceful teamwork in an environment that is personal and friendly.

#### **STUDENT SUCCESS**

TBCC values being keenly receptive and intentionally responsive to students and fully supports achievement of their goals.

#### **ACADEMIC EXCELLENCE**

TBCC values rigorous, relevant education and training for students and the community.

#### **RESOURCEFUL TEAMWORK**

TBCC values collaboration, effective communication, and the wise use of resources to accomplish our mission.

#### **PERSONAL & FRIENDLY ENVIRONMENT**

TBCC values and demonstrates genuine concern and respect for each other, communities we serve, and our students while helping each achieve their potential.

### **CORE THEMES**

Educational Excellence

Economic Success

Leadership, Partnership and Community Engagement

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<sup>1</sup> Explanation of logic supporting the implementation of Budget Development Guidelines. The gloss is meant to elucidate, not substitute for, the Guideline.





## Tillamook Bay Community College 2020-2021 Budget Schedule

	Time Line	Personnel	T a s k s
1.	July 1, 2019	College Board of Education	Appoint College CFO as Budget Officer
2.	September 9 through October 7, 2019	College Board of Education	Review and Refine Budget Development Guidelines
3.	October 7, 2019	College Board of Education	Approve Budget Development Guidelines and Schedule
4.	October 8, 2019 through January 10, 2020	Budget Managers	Review processes and begin budget development.
5.	January 13 through February 14, 2020	Budget Managers	Budget Managers work with Departments to prepare recommendations for the 2020-2021 budget along with supporting information. Consult with CFO for needed information.
6.	February 3, 2020	College Board of Education	Appoint Public Budget Committee members as needed.
7.	February 17, 2020	Budget Managers	Budget Managers submit budget proposals to the Budget Officer for compiling document.
8.	February 18, 2020	Budget Officer	Consumer Price Index available for calculating cost of living. Deadline to complete 2020-2021 revenue projection assumptions.
9.	February 18 through March 2, 2020	Budget Officer Budget Managers	Meet to review and discuss budget proposals and work on balancing budget.
10.	February 18 through March 2, 2020	Budget Managers	Budget Managers meet with departments to discuss budget balance progress for 2020-2021 Preliminary Proposed Budget.
11.	March 2, 2020	College Board of Education	Approve 2020-2021 tuition and fee schedule and cost of living adjustment
12.	March 16, 2020	Budget Officer Budget Managers	Meet to finalize 2020-2021 Proposed Budget.
13.	March 17 through March 3, 2020	Budget Officer	Compilation of proposed budget document.
14.	April 3, 2020	Budget Officer	Publish, mail and distribute preliminary 2020-2021 Budget to Public Budget Committee Members and Budget Managers.
15.	April 13, 2020	Budget Committee Budget Officer	Public Budget Committee Meeting. Receive budget message and deliberate on content. Hold Public Hearing on Proposed Budget, review Proposed Budget and approve 2020-2021 budget and tax levy.
16.	May 20, 2020	Budget Officer	Publish Notice of Budget Hearing and Financial Summary.
17.	June 1, 2020	College Board of Education	Hold Public Hearing on 2020-2021 budget approved by Public Budget Committee. Enact Resolutions to adopt budget, make appropriations, levy property taxes and categorize property tax levy for 2020-2021.
18.	By July 15, 2020	Budget Officer	Submit Budget levy and resolutions to County Assessor.

## IPM Report – Second Reading

**RECOMMENDATION**

ACTION

**BACKGROUND INFORMATION**.....DIRECTOR RYAN

The Board reviewed the TBCC IPM Plan in September. There have been no changes to the plan since that review. We ask that the Board approve the IPM plan in this second reading.



## Information Only Items

**RECOMMENDATION**

Information Only

**BACKGROUND INFORMATION** ----- Chair Gervasi



# OCCA Presentation

**RECOMMENDATION**

Information Only

**BACKGROUND INFORMATION** .....EXECUTIVE DIRECTOR CAM PREUS

Executive Director Cam Preus of the Oregon Community College Association (OCCA) will be visiting us to update the Board about what is happening with OCCA this coming year and discuss the upcoming OCCA Conference at Salishan in November. It has ben almost a year since Cam took over the reigns at OCCA after years of serving as Director of the Community College and Workforce Development agency and then the President of Blue Mountain Community College. The OCCA Board is made up of 34 members, 17 community college presidents and 17 community college board members, one from each college. The TBCC representative on the OCCA Board is Betsy McMahon.



## Tuition and Fees Update

### RECOMMENDATION

INFORMATION ONLY

BACKGROUND INFORMATION .....CFO WILLIAMS

In April 2019, the Board approved a \$3/credit increase of TBCC's In-State Tuition Rate, raising it to \$100/credit for the 2019-2020 academic year.

All 17 community colleges have finalized their tuition rates for the year. The average rate for all 17 community colleges for 2019-2020 is \$106.56/credit.

We will review the tuition and fees rates for the 17 colleges with a chart that is located on the following page.



**Oregon Community Colleges: 2019-20 Tuition and Fees**

Updated 9/12/2019

	Community College	Tuition				Fees				In-District T&Fees - Annualized	Out-of-District T&Fees - Annualized	
		In-District		Out-of-District		Per credit and per term						
		Charge Per Credit Hour	Charge per 15 cr. Hour	Charge Per Credit Hour	Charge per 15 cr. Hour	(For typical student taking 15 hours)						
				Per Credit		Per Term						
1	Blue Mountain	\$108.00	\$1,620.00	\$108.00	\$1,620.00	Technology	\$18.50				\$6,188	\$6,188
						Student Govt	\$3.00					
						Universal	\$8.00					
2	Central	\$106.00	\$1,590.00	\$148.50	\$2,227.50	Technology	\$12.00				\$5,389	\$7,301
						Student	\$1.50					
						Green Energy	\$0.25					
3	Chemeketa	\$91.00	\$1,365.00	\$91.00	\$1,365.00	Universal	\$24.00				\$5,175	\$5,175
4	Clackamas	\$103.00	\$1,545.00	\$103.00	\$1,545.00	Technology	\$5.50	College Service	\$28.00		\$5,079	\$5,079
						Universal	\$2.50					
5	Clatsop	\$105.00	\$1,575.00	\$108.00	\$1,620.00	Technology	\$10.00	Consolidated	\$30.00		\$5,265	\$5,400
6	Columbia Gorge	\$107.00	\$1,605.00	\$107.00	\$1,605.00	Service	\$20.00				\$5,715	\$5,715
7	Klamath	\$103.00	\$1,545.00	\$103.00	\$1,545.00	Technology	\$8.00	Student ID	\$5.00		\$5,492	\$5,492
						Facility	\$8.20					
						ASG	\$2.50					
8	Lane	\$118.00	\$1,770.00	\$118.00	\$1,770.00	Technology	\$9.00	International Fee	\$195.00		\$6,099	\$6,099
								Transportation	\$27.00			
								Health Clinic	\$45.00			
								Student Activity	\$56.00			
9	Linn-Benton	\$113.46	\$1,701.90	\$113.46	\$1,701.90	Technology	\$4.00	Student Govt	\$8.60		\$5,486	\$5,486
						Transportation	\$1.25					
						Student Activity	\$2.63					
10	Mt. Hood	\$115.00	\$1,725.00	\$115.00	\$1,725.00	Technology	\$6.25	Service	\$49.00		\$5,912	\$5,912
						Student	\$4.25	Access	\$39.00			
11	Oregon Coast	\$115.00	\$1,725.00	\$115.00	\$1,725.00	Technology	\$6.00				\$5,895	\$5,895
						College Services	\$8.25					
						Student Success	\$1.50					
						Student Govt	\$0.25					
12	Portland	\$116.00	\$1,740.00	\$116.00	\$1,740.00	Technology	\$5.30	Service	\$15.00		\$5,681	\$5,681
						Student Activity	\$3.40	Transportation	\$8.00			
13	Rogue	\$112.00	\$1,680.00	\$112.00	\$1,680.00	Technology	\$7.00				\$5,895	\$5,895
						College Services	\$12.00					
14	Southwestern	\$96.00	\$1,440.00	\$96.00	\$1,440.00	Incidental	\$32.00	Registration	\$33.00		\$5,859	\$5,859
15	Tillamook Bay	\$100.00	\$1,500.00	\$100.00	\$1,500.00	Technology	\$5.00				\$4,995	\$4,995
						Student Services	\$2.00					
						Course	\$4.00					
16	Treasure Valley	\$102.00	\$1,530.00	\$102.00	\$1,530.00	Universal	\$16.00				\$5,625	\$5,625
						Student Activity	\$6.00					
						Stud. Cap. Projects	\$1.00					
17	Umpqua	\$101.00	\$1,515.00	\$101.00	\$1,515.00	Technology	\$7.50	Registration	\$25.00		\$5,873	\$5,873
						Success	\$2.00	Insurance	\$5.00			
						Student Resources	\$4.00					
						Instructional	\$6.00					
						Legacy	\$8.00					
	Statewide Average	\$106.56	\$1,598.35	\$109.23	\$1,638.49		\$16.27		\$21.98		\$5,625	\$5,745

# Grants Report

**RECOMMENDATION**

Information only.

**BACKGROUND INFORMATION** .....DIRECTOR LUQUETTE

In January 2019, TBCC hired a grant writer. The position is .5 FTE at 20 hours a week and is responsible to actively pursue grant opportunities from local, state, national, and foundation funding sources on behalf of Tillamook Bay Community College and the Tillamook Bay Community College Foundation. The Grant Writer researches and recommends funding opportunities and develops solicitations and proposals working with subject matter experts within the organization. We have submitted 16 grants in the past 9 months. In addition, the grant writer monitors the grant landscape to recommend opportunities to the organization. However, grant requests can come from anyone within the organization. The process is for the requestor to present the concept to their manager and the manager brings the proposal to the Leadership Team for review. A grant is not initiated without manager and Leadership Team approval. Grants can be submitted directly from the college or the Foundation. If a 501c3 nonprofit status is required, the grant is submitted through the Foundation. Below is a report of the grants submitted and their status through September 30, 2019.

<b>Submitted:</b>	<b>Ask:</b>	<b>Entity:</b>
<u>Wells Fargo Foundation</u> Sponsorship for Foundation Fundraising Event Application Submitted: 9/30/2019 Est. Award Notice: 12/2019	\$10,000	TBCCF
<u>Reser Family Foundation –</u> MIT Program Expansion – Five Welders Letter of Intent Submitted: 8/1/19 Application Submitted: 9/25/19 Site Visit scheduled: 10/2/19 Est. Award Notice: 12/2019	\$21,255	TBCCF
<u>Oregon Community Foundation</u>  Adult Literacy Program Integrated Education and Training (IET) and Vocational ESL (VESL) Application Submitted: 7/15/19 Est. Award Notice: 11/2019	\$49,736	TBCCF
<u>Umpqua Bank</u> Small Business Management – Program Tuition Deferment	\$10,000	TBCCF





Application Submitted: 6/27/19  
Est. Award Notice: 9/2019

Stimson-Miller Foundation \$25,000 TBCCF

Manufacturing and Industrial Technology Program (MIT)  
Computerized Numerical Control (CNC) Machine  
Application Submitted: 5/15/19  
Site visit conducted: 9/23/19  
Est. Award Notice: 11/2019

**Awards:**

US Bancorp \$3,000 TBCCF  
Occupational Skills Training Certificate – Instructor  
Submitted: 5/14/19  
Awarded: 8/7/19

The Ford Family Foundation – Truck Driver Simulator \$50,000 TBCC  
Submitted: 5/2/19  
Awarded: 5/17/19

Dollar General Foundation - Adult Literacy Program \$3,500 TBCCF  
Submitted: 2/21/19  
Awarded: 5/9/19

NWRESD - STEM Hub – Drones \$3,000 TBCC  
Submitted: 3/27/19  
Awarded: 4/15/19

Perkins  
\*Forest Survey Equipment \$7,313 TBCC  
Submitted: 3/27/19  
Awarded: 4/10/19

\*Ag. Conference \$1,400 TBCC  
Submitted: 3/27/19  
Awarded: 4/10/19

United Way – Adult Literacy Program \$1,000 TBCCF  
Submitted: 1/30/19  
Awarded: 3/21/19

**Declines:**

Perkins



Proficiency Exam Development Grant Declined: 4/10/19	\$4,500	TBCC
<u>Perkins</u> MS Textbooks Grant Declined: 4/10/19	\$3,420	TBCC
<u>Perkins</u> Natl. Learning Conference Grant Declined: 4/10/19	\$2,500	TBCC
<u>Spirit Mountain Community Foundation</u> Emergency Notification System LOI Declined: 5/8/19	\$25,000	TBCCF
<u>US Holocaust Memorial Museum / American Library Assoc.</u> Traveling Exhibit - \$2,000 Stipend Given Application submitted: 8/8/19 Grant Declined: 9/23/19	\$2,000	TBCC

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**As of 9/30/19**

**Submitted: \$115,991**

**Awarded: \$69,213**

**Declined: \$37,420**

**Total Grants submitted = \$222,624**



# ASTBCC Update

**RECOMMENDATION**  
INFORMATION ONLY

**BACKGROUND INFORMATION** .....PRESIDENT DONOWHO

We welcome a new president for ASTCC for the 2019-20 academic year. President Donowho will update the Board on recent activities of ASTBCC and plans for the fall term.



# Financial Report

**RECOMMENDATION**  
INFORMATION ONLY

**BACKGROUND INFORMATION** .....CFO WILLIAMS

The report for the month of August 2019 is available for your review.



Agenda Item 5.E. Attachment #1  
Tillamook Bay Community College  
Unaudited Summary Financial Information  
General Fund  
Fiscal Year-to-Date Ended August 2019  
16.67% of fiscal year elapsed

	FY 2018-2019			FY 2019-2020		
	Annual Budget	08/31/18 Actual	Percentage of Budget	Annual Budget	08/31/19 Actual	Percentage of Budget
<b>Resources</b>						
Beginning Fund Balance	\$ 1,780,713	\$ 1,529,803.98	85.91%	\$ 1,592,675	\$ 1,624,583.23	102.00%
State	\$ 1,719,525	\$ 429,125.59	24.96%	\$ 1,979,868	\$ 531,631.11	26.85%
Property Taxes	\$ 1,285,647	\$ -	0.00%	\$ 1,336,834	\$ -	0.00%
Local Contracts	\$ -	\$ -	0.00%	\$ 74,000	\$ -	0.00%
Tuition	\$ 944,489	\$ -	0.00%	\$ 973,507	\$ 76,735.00	7.88%
Fees	\$ 182,090	\$ 18,225.80	10.01%	\$ 191,406	\$ 18,850.00	9.85%
Sale of Goods	\$ 2,000	\$ 294.00	14.70%	\$ 4,500	\$ 606.25	13.47%
Interest	\$ 48,000	\$ 13,013.61	27.11%	\$ 100,000	\$ 20,728.49	20.73%
Rental	\$ 17,000	\$ 4,505.00	26.50%	\$ 18,000	\$ 1,105.00	6.14%
Miscellaneous	\$ 7,000	\$ 1,296.35	18.52%	\$ 10,000	\$ 7,779.37	77.79%
Transfers	\$ 88,995	\$ 6,242.84	7.01%	\$ 423,175	\$ 4,136.97	0.98%
Total resources	\$ 6,075,459	\$ 2,002,507.17	32.96%	\$ 6,703,965	\$ 2,286,155.42	34.10%
<b>Expenditures</b>						
Instruction	\$ 1,499,878	\$ 87,878.48	5.86%	\$ 1,939,492	\$ 165,614.19	8.54%
Instructional Support	\$ 387,671	\$ 51,389.07	13.26%	\$ 542,330	\$ 84,751.74	15.63%
Student Services	\$ 468,023	\$ 76,001.56	16.24%	\$ 544,135	\$ 77,955.59	14.33%
College Support	\$ 1,464,684	\$ 248,153.54	16.94%	\$ 1,685,232	\$ 277,597.88	16.47%
Plant Operation	\$ 367,593	\$ 69,424.91	18.89%	\$ 396,855	\$ 69,058.54	17.40%
Transfers	\$ 288,000	\$ 25,789.50	8.95%	\$ 288,000	\$ 25,109.12	8.72%
Contingency	\$ 100,000	\$ -	0.00%	\$ 107,921	\$ -	0.00%
Total expenditures	\$ 4,575,849	\$ 558,637.06	12.21%	\$ 5,503,965	\$ 700,087.06	12.72%
Ending fund balance	\$ 1,499,610	\$ 1,443,870.11	96.28%	\$ 1,200,000	\$ 1,586,068.36	132.17%

Agenda Item 5.E, Attachment #2  
Tillamook Bay Community College  
Unaudited Summary Financial Information (Modified Accrual Basis)  
Fiscal Year-to-Date Ended August 2019

	Fund No.	Beginning Fund Balance	2019-2020 Revenue	2019-2020 Expenditures	Ending Fund Balance	2019-2020 Spendable Budget	2018-2019 Prior Year Expenditures 8/31/2018
Nursing Program Agreement	201	\$ -	\$ -	\$ -	\$ -	\$ 53,462	\$ -
Dollar General Grant	215	\$ -	\$ -	\$ 1,423.66	\$ (1,423.66)	\$ 3,500	\$ -
United Way Literacy Grant	216	\$ 39.13	\$ -	\$ -	\$ 39.13	\$ 2,500	\$ -
Title III Grant	220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,074.89
Pathways Grant	225	\$ -	\$ -	\$ 3,278.43	\$ (3,278.43)	\$ 29,707	\$ 4,804.83
Industrial Maintenance Tech	226	\$ 12,943.89	\$ 7,250.00	\$ 150.00	\$ 20,043.89	\$ 47,209	\$ 6,476.41
SBDC Federal Grant	230	\$ -	\$ -	\$ 5,733.39	\$ (5,733.39)	\$ 35,000	\$ 1,614.56
SBDC State Grant	231	\$ -	\$ -	\$ 12,137.39	\$ (12,137.39)	\$ 72,000	\$ 11,919.92
SBDC Program Income	232	\$ 91,330.80	\$ 975.00	\$ 5,875.23	\$ 86,430.57	\$ 35,990	\$ -
SBDC Rural Outreach Grant	233	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ 2,176.00
EDC Contract	235	\$ -	\$ -	\$ 18,866.33	\$ (18,866.33)	\$ -	\$ -
Visit Tillamook Coast Contract	237	\$ -	\$ 38,483.56	\$ 45,332.81	\$ (6,849.25)	\$ -	\$ -
TEC Vocational Education Grant	240	\$ -	\$ -	\$ 544.44	\$ (544.44)	\$ 52,100	\$ -
Food Pantry	248	\$ 37.35	\$ -	\$ -	\$ 37.35	\$ 1,000	\$ -
ESD STEM HUB Grant	249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connect2Complete	253	\$ 6,214.45	\$ -	\$ 4,789.70	\$ 1,424.75	\$ 6,242	\$ -
ASPIRE Program	254	\$ 4,461.26	\$ -	\$ -	\$ 4,461.26	\$ 3,000	\$ 846.22
Student Success Grant	256	\$ 30,263.47	\$ -	\$ 17,009.24	\$ 13,254.23	\$ 62,000	\$ 14,329.03
STEP Grant	258	\$ 5,979.85	\$ -	\$ 4,865.77	\$ 1,114.08	\$ 38,488	\$ -
Pathways to Opportunity	259	\$ 11,634.66	\$ -	\$ 55.00	\$ 11,579.66	\$ 10,000	\$ -
Guided Pathways Implementation	261	\$ 23,647.37	\$ -	\$ -	\$ 23,647.37	\$ 25,000	\$ -
Partners for Rural Innovation Operations	289	\$ 13,388.67	\$ 1,800.00	\$ 9,207.29	\$ 5,981.38	\$ 38,900	\$ 9,017.69
Capital Depreciation & Maintenance Fund	290	\$ 813,674.57	\$ 3,377.72	\$ -	\$ 817,052.29	\$ 47,100	\$ -
Timber Tax Reserve Fund	291	\$ 2,986,529.65	\$ -	\$ -	\$ 2,986,529.65	\$ 217,512	\$ -
PRI Capital Maintenance Fund	292	\$ 40,000.00	\$ 176.11	\$ -	\$ 40,176.11	\$ 10,000	\$ -
Strategic Investment Fund	295	\$ 1,381,838.73	\$ 6,083.96	\$ -	\$ 1,387,922.69	\$ 74,500	\$ -
State IGA Fund	296	\$ -	\$ -	\$ -	\$ -	\$ 49,500	\$ -
<b>Total Special Fund</b>		<b>\$ 5,421,983.85</b>	<b>\$ 58,146.35</b>	<b>\$ 129,268.68</b>	<b>\$ 5,350,861.52</b>	<b>\$ 936,710</b>	<b>\$ 147,259.55</b>
<b>Schedule of Special Fund borrowing from General Fund</b>							
		Ending Fund Balance	Less Accounts Receivable	Add Liabilities	Ending Cash Balance 8/31/2019		
Total of Grants that borrow from the General Fund		\$ (46,295.15)	\$ -	\$ -	\$ (47,718.81)		
Total of Grants that are not borrowing from the General Fund		\$ 5,398,580.33	\$ (35.00)	\$ -	\$ 5,398,615.33		
<b>Total Special Fund</b>		<b>\$ 5,352,285.18</b>	<b>\$ (35.00)</b>	<b>\$ -</b>	<b>\$ 5,350,896.52</b>		
<b>Enterprise Fund</b>							
	Fund No.	Beginning Fund Balance	2019-2020 Revenue	2019-2020 Expenditures	Ending Fund Balance	2019-2020 Spendable Budget	2018-2019 Prior Year Expenditures
Community Education	310	\$ 19,499.60	\$ 1,398.00	\$ 2,409.08	\$ 18,488.52	\$ 15,467	\$ 125.54
Driver Education Program	311	\$ 5,638.95	\$ 3,200.00	\$ 288.50	\$ 8,550.45	\$ 14,702	\$ 2,512.43
Summer Term Fund	312	\$ 31,582.82	\$ -	\$ -	\$ 31,582.82	\$ 31,583	\$ 38,707.18
TBCC Store	320	\$ 6,477.39	\$ 134.70	\$ 49.10	\$ 6,562.99	\$ 3,550	\$ (42.05)
Customized Training Projects	330	\$ 33,884.66	\$ -	\$ 1,216.00	\$ 32,668.66	\$ 44,792	\$ 3,228.93
Truck Driving Program	331	\$ (18,367.57)	\$ 20,000.00	\$ 15,128.91	\$ (13,496.48)	\$ 244,390	\$ 4,197.77
Truck Driving Simulator	332	\$ 115,000.00	\$ -	\$ 115,000.00	\$ -	\$ -	\$ -
TBCC Vending	340	\$ 4,590.17	\$ 502.85	\$ 169.78	\$ 4,923.24	\$ 7,300	\$ 186.47
<b>Total Enterprise Fund</b>		<b>\$ 198,306.02</b>	<b>\$ 25,235.55</b>	<b>\$ 134,261.37</b>	<b>\$ 89,280.20</b>	<b>\$ 361,784</b>	<b>\$ 48,916.27</b>
PERS Pension Bond Fund	410	\$ 27,475.55	\$ 24,526.62	\$ 1,600.00	\$ 50,402.17	\$ 155,601	\$ 1,600.00
General Obligation Bond Fund	420	\$ 128,312.89	\$ 632.94	\$ -	\$ 128,945.83	\$ 719,925	\$ -
<b>Total Debt Service Fund</b>		<b>\$ 155,788.44</b>	<b>\$ 25,159.56</b>	<b>\$ 1,600.00</b>	<b>\$ 179,348.00</b>	<b>\$ 875,526</b>	<b>\$ 1,600.00</b>
Local Match Fund	525	\$ 275,052.26	\$ 1,415.73	\$ -	\$ 276,467.99	\$ 50,000	\$ -
Grant Construction Fund	555	\$ (275,008.57)	\$ -	\$ -	\$ (275,008.57)	\$ -	\$ -
<b>Total Capital Projects Fund</b>		<b>\$ 43.69</b>	<b>\$ 1,415.73</b>	<b>\$ -</b>	<b>\$ 1,459.42</b>	<b>\$ 50,000</b>	<b>\$ -</b>
Associated Students of TBCC	710	\$ 3,474.96	\$ 456.00	\$ 195.88	\$ 3,735.08	\$ 9,000	\$ 133.36
Phi Theta Kappa Honorary Society Fund	720	\$ 1,804.86	\$ 85.00	\$ 155.48	\$ 1,734.38	\$ 4,300	\$ 136.04
Economic Development Council	730	\$ -	\$ -	\$ -	\$ -	\$ 195,598	\$ 8,131.09
Economic Development Council - USDA Grant	731	\$ -	\$ -	\$ -	\$ -	\$ 24,463	\$ -
EDC Business Oregon Grant	732	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Visit Tillamook Coast	740	\$ 54,843.28	\$ -	\$ -	\$ 54,843.28	\$ 1,506,245	\$ 246,415.25
Visit Tillamook Coast - Non-TLT Funds	741	\$ -	\$ -	\$ -	\$ -	\$ 132,200	\$ 12,115.24
Visit Tillamook Coast - RTM Grant	742	\$ (0.40)	\$ -	\$ -	\$ (0.40)	\$ 23,500	\$ -
<b>Total Agency Fund</b>		<b>\$ 60,122.70</b>	<b>\$ 541.00</b>	<b>\$ 351.36</b>	<b>\$ 60,312.34</b>	<b>\$ 1,945,306</b>	<b>\$ 266,930.98</b>
PELL Grant	801	\$ -	\$ 61,243.00	\$ 61,243.00	\$ -	\$ 751,150	\$ 67,198.00
Supplemental Education Opportunity Grant	802	\$ -	\$ 1,260.00	\$ 1,260.00	\$ -	\$ 16,875	\$ 800.00
Direct Loans	810	\$ -	\$ 24,150.00	\$ 24,150.00	\$ -	\$ 350,000	\$ 23,392.00
Federal Work Study	819	\$ -	\$ -	\$ -	\$ -	\$ 16,944	\$ 2,826.89
Oregon Opportunity Grant	821	\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ -
Chafee Grant	822	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -
Oregon Promise Grant	823	\$ -	\$ -	\$ -	\$ -	\$ 90,000	\$ -
Tuition Waivers	831	\$ 11,275.39	\$ -	\$ 500.00	\$ 10,775.39	\$ 10,000	\$ -
Board Scholarships	832	\$ 106,732.91	\$ -	\$ 9,000.00	\$ 97,732.91	\$ 170,000	\$ 7,275.00
Institutional Work Study	833	\$ 46,146.30	\$ -	\$ -	\$ 46,146.30	\$ 10,072	\$ -
Foundation Scholarships	834	\$ -	\$ -	\$ 2,285.00	\$ (2,285.00)	\$ 85,000	\$ 3,060.00
Student Employees	835	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Institutional Scholarships	840	\$ 4,441.08	\$ 800.00	\$ -	\$ 5,241.08	\$ 53,328	\$ 151.00
<b>Total Financial Aid Fund</b>		<b>\$ 168,595.68</b>	<b>\$ 87,453.00</b>	<b>\$ 98,438.00</b>	<b>\$ 157,610.68</b>	<b>\$ 1,758,369</b>	<b>\$ 104,702.89</b>

Agenda Item 5.E. - Attachment #3  
Tillamook Bay Community College  
Summary Financial Information - Cash Status  
Preliminary for Fiscal Year-to-Date Ended August 2019  
16.67% of Budget Period Expended

	General Fund			Special Fund			Enterprise Fund			Debt Service Funds		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 1,851,090			\$ 4,979,814			\$ 217,013			\$ 147,782	
Beginning Fund Balance	\$ 1,592,675	\$ 1,624,583	102.00%	\$ 5,115,639	\$ 5,421,984	105.99%	\$ 105,407	\$ 198,306	188.13%	\$ 54,824	\$ 155,788	0.00%
<b>Resources</b>												
State Aid	\$ 1,979,868	\$ 531,631	26.85%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ 74,000	\$ -	0.00%	\$ 411,795	\$ 45,734	11.11%	\$ 25,000	\$ -	0.00%	\$ -	\$ -	0.00%
Tuition and Fees	\$ 1,164,913	\$ 95,585	8.21%	\$ 5,000	\$ 975	19.50%	\$ 235,200	\$ 24,598	10.46%	\$ -	\$ -	0.00%
Local Taxes	\$ 1,336,834	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 674,925	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ 614,317	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ 4,500	\$ 606	13.47%	\$ -	\$ -	0.00%	\$ 6,500	\$ 638	9.82%	\$ -	\$ -	0.00%
Interest	\$ 100,000	\$ 20,728	20.73%	\$ 47,125	\$ 9,638	20.45%	\$ -	\$ -	0.00%	\$ 10,725	\$ 806	7.52%
Rental	\$ 18,000	\$ 1,105	6.14%	\$ -	\$ 1,800	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ 10,000	\$ 7,779	77.79%	\$ 134,922	\$ -	0.00%	\$ 39,300	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 423,175	\$ 4,137	0.98%	\$ 50,000	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 150,000	\$ 24,353	16.24%
<b>Total Revenues</b>	<b>\$ 5,111,290</b>	<b>\$ 661,571</b>	<b>12.94%</b>	<b>\$ 1,263,159</b>	<b>\$ 58,147</b>	<b>4.60%</b>	<b>\$ 306,000</b>	<b>\$ 25,236</b>	<b>8.25%</b>	<b>\$ 835,650</b>	<b>\$ 25,159</b>	<b>3.01%</b>
<b>Expenditures</b>												
Salaries and Wages	\$ 4,126,768	\$ 514,914	12.48%	\$ 242,487	\$ 101,208	41.74%	\$ 158,488	\$ 14,167	8.94%	\$ -	\$ -	0.00%
Operating Expenditures	\$ 961,276	\$ 160,064	16.65%	\$ 315,266	\$ 24,026	7.62%	\$ 104,418	\$ 5,052	4.84%	\$ 1,600	\$ 1,600	100.00%
Capital Outlay	\$ 20,000	\$ -	0.00%	\$ 15,000	\$ -	0.00%	\$ 61,155	\$ 115,000	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 873,926	\$ -	0.00%
Transfers	\$ 288,000	\$ 25,109	8.72%	\$ 363,957	\$ 4,035	1.11%	\$ 37,723	\$ 42	0.11%	\$ -	\$ -	0.00%
Other budgetary accounts (Note 1)	\$ 107,921	\$ -	0.00%	\$ 5,362,691	\$ -	0.00%	\$ 7,325	\$ -	0.00%	\$ -	\$ -	0.00%
<b>Total expenditures</b>	<b>\$ 5,503,965</b>	<b>\$ 700,087</b>	<b>12.72%</b>	<b>\$ 6,299,401</b>	<b>\$ 129,269</b>	<b>2.05%</b>	<b>\$ 369,109</b>	<b>\$ 134,261</b>	<b>36.37%</b>	<b>\$ 875,526</b>	<b>\$ 1,600</b>	<b>0.18%</b>
Ending Fund Balance	\$ 1,200,000	\$ 1,586,067		\$ 79,397	\$ 5,350,862		\$ 42,298	\$ 89,281		\$ 14,948	\$ 179,347	
Adjustments to bring Ending Fund Balance to Ending Cash Balance												
Assets												
Receivables		\$ 213,180			\$ (35)			\$ (3,400)			\$ 40,328	
Inventories		\$ 1,264			\$ -			\$ 1,288			\$ -	
NET EFFECT ON CASH		\$ (214,444)			\$ 35			\$ 2,112			\$ (40,328)	
Liabilities												
Accounts Payable		\$ 270,751			\$ -			\$ -			\$ -	
Unearned Revenue (Note 2)		\$ 67,239			\$ -			\$ -			\$ 40,328	
Payroll		\$ 135,813			\$ -			\$ -			\$ -	
NET EFFECT ON CASH		\$ 473,803			\$ -			\$ -			\$ 40,328	
NET ADJUSTMENTS		\$ 259,359			\$ 35			\$ 2,112			\$ -	
ENDING CASH BALANCE		\$ 1,845,426			\$ 5,350,897			\$ 91,393			\$ 179,347	



Agenda Item 5.E. - Attachment #3  
Tillamook Bay Community College  
Summary Financial Information - Cash Status  
Preliminary for Fiscal Year-to-Date Ended August 2019  
16.67% of Budget Period Expended

	Capital Projects Funds			Agency Fund			Financial Aid Fund		
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%
Beginning Cash Balance		\$ 46,544			\$ 269,709			\$ 167,283	
Beginning Fund Balance	\$ 320,544	\$ 44	0.01%	\$ 975,368	\$ 60,123	6.16%	\$ 125,828	\$ 168,596	133.99%
<b>Resources</b>									
State Aid	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Grants and Contracts	\$ -	\$ -	0.00%	\$ 1,606,500	\$ -	0.00%	\$ 1,423,150	\$ 86,353	6.07%
Tuition and Fees	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Local Taxes	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Timber	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Sale of Goods	\$ -	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -	\$ -	0.00%
Interest	\$ 7,000	\$ 1,416	20.23%	\$ 20,850	\$ -	0.00%	\$ -	\$ -	0.00%
Rental	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Miscellaneous	\$ -	\$ -	0.00%	\$ 74,500	\$ 85	0.11%	\$ 135,000	\$ 800	0.59%
Transfers	\$ -	\$ -	0.00%	\$ 28,000	\$ 456	1.63%	\$ 130,000	\$ 300	0.23%
<b>Total Revenues</b>	<b>\$ 7,000</b>	<b>\$ 1,416</b>	<b>20.23%</b>	<b>\$ 1,731,850</b>	<b>\$ 541</b>	<b>0.03%</b>	<b>\$ 1,688,150</b>	<b>\$ 87,453</b>	<b>5.18%</b>
<b>Expenditures</b>									
Salaries and Wages	\$ -	\$ -	0.00%	\$ 498,346	\$ -	0.00%	\$ 26,341	\$ -	0.00%
Operating Expenditures	\$ -	\$ -	0.00%	\$ 1,407,965	\$ 351	0.02%	\$ 1,729,528	\$ 98,378	5.69%
Capital Outlay	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Debt Service	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Transfers	\$ 50,000	\$ -	0.00%	\$ 38,995	\$ -	0.00%	\$ 2,500	\$ 60	0.00%
Other budgetary accounts (Note 1)	\$ -	\$ -	0.00%	\$ 127,000	\$ -	0.00%	\$ -	\$ -	0.00%
<b>Total expenditures</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ 2,072,306</b>	<b>\$ 351</b>	<b>0.02%</b>	<b>\$ 1,758,369</b>	<b>\$ 98,438</b>	<b>5.60%</b>
Ending Fund Balance	\$ 277,544	\$ 1,460		\$ 634,912	\$ 60,313		\$ 55,609	\$ 157,611	
Adjustments to bring Ending Fund Balance to Ending Cash Balance									
Assets									
Receivables	\$ -	\$ -		\$ -	\$ -		\$ (85)	\$ -	
Inventories	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ 85	\$ -	
Liabilities									
Accounts Payable	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Unearned Revenue (Note 2)	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Payroll	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET EFFECT ON CASH	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
NET ADJUSTMENTS	\$ -	\$ -		\$ -	\$ -		\$ 85	\$ -	
ENDING CASH BALANCE	\$ 1,460	\$ 1,460		\$ 60,313	\$ 60,313		\$ 157,696	\$ 157,696	

**\$ 7,686,532**

Cell: A33

Comment: Note 1. Contingency in the General Fund and Enterprise Fund and Reserves in Special Fund.

Cell: A47

Comment: Note 2. Assessed but unreceived property taxes and deferred tuition and fees when applicable.

# President's Report

## RECOMMENDATION

Information Only

BACKGROUND INFORMATION .....PRESIDENT TOMLIN

## Upcoming Dates

- OPC meeting at Blue Mountain CC on Oct 10-11
- OCCA Board meeting at Blue Mountain CC in Pendleton on Friday, Oct 11, 11am-4pm
- Next Board meeting is Monday, November 4 at 6pm in Room 214/15
- OCCA Conference is Nov 7-8 at Salishan

## Updates

- Equity Training by Campus Compact on Oct 25
- Joint Board meeting with Neah-Kah-Nie School District Board on Dec 9



## Board Member Discussion Items

**RECOMMENDATION**

INFORMATION ONLY

**BACKGROUND INFORMATION**-----

Chair Gervasi



## Adjournment

**RECOMMENDATION**

ACTION ITEM

**BACKGROUND INFORMATION**-----(Action)Chair Gervasi  
MOTION TO ADJOURN THE MEETING.

