

BUDGET MANAGEMENT TEAM MINUTES
WEDNESDAY, JUNE 22, 2022
 Virtual Meeting

BMT MEMBERS:

- **Tricia Fiscus**, Asst. Dean of Admin. Affairs (CHAIR)
- **Sandra Bauman**, Dean/CEO
- **Cari Schwen**, Director of Bus. Services
- **Jessie Pate**, Director of IR & Effectiveness
- **Vacant**, Marketing & Communication
- **John Rutherford**, Director Facilities & Main.
- **Mel Ewing**, Information Tech Director
- **Ryan Loomis**, Director CEC/SBDC
- **Mary Twardos**, Human Resources Generalist
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Vacant** Exec. Dir CTE
- **Valerie Curtin**, Exec. Dir. Compliance/FA
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Paige Payne**, Executive Assistant to the Dean/CEO (recorder)

Mastermind Discussion

Approve Minutes from 4/13/2022 & Auto Purchase:

- The minutes were approved unanimously.

Approve ECS requests.

- Add and approve CTE & Marketing allowances for the new hires
 - CTE & Marketing - high usage at \$40
- Determine if Cole Wagner will take the third spot on the on-call list. He will have a master-master key. Sandy and Mel will meet on Thursday to determine whether his allowance will be \$15 or \$25/month and whether Cole is willing to be on-call.
- Remove John Rutherford from the list.
- Motion to approve the list with the changes noted above by Mel Ewing. Sarah Dellwo seconded the motion.

First Name	Last Name	ID#	Basic Usage \$15	Normal Usage \$ 25.00	High Usage \$ 40.00	Data Package \$ 45.00	Total Monthly Allowance	Annualized Allowance	Index	Account	Notes
Valerie	Curtin	790598329			\$40		\$40	\$480.00	H40010	61311	
Paige	Payne	790784603		\$25			\$25	\$300	H01010	61311	Increase from \$23 to \$25
CTE					\$40			\$480	H08040	61311	
Marketing					\$40			\$480	H01032	61311	
Cole	Wagner	790820727	\$15	or \$25			15 or 25	180 or 300	H01080	61311	To be decided
Mike	Marston	790784142		\$25			\$25	\$300	H02010	61311	
Tommi	Haikka	790835931			\$40		\$40	\$480	H01020	61311	
Tyler	Fife	790759879		\$25			\$25	\$300	H02010	61311	
Jeff	Nelson	790844811		\$25			\$25	\$300	H02010	61311	
Anthony	Rogers	790691309		\$25			\$25	\$300	H02010	61311	
Robyn	Kiesling	790691349		\$25			\$25	\$300	H08010	61311	Increase from \$15 to \$25
Ryan	Loomis	790213396			\$40	45.00	\$85	\$1,020	H30033 H50122 H50121	61311	SBDC Account Match SBDC State Match SBDC Fed Reimbursement
Kathy	Mortimore		\$15				\$15	\$135	H01060	61311	9 Months 9/1 to 6/30
Anna	Ebert	790831158	\$15				\$15	\$135	H01060	61311	9 Months 9/1 to 6/30