BUDGET COUNCIL MINUTES
MONDAY, OCTOBER 26, 2026
DON 204 MEETING

Table 1: Budget Council Members

- ☒ **Cari Schwen,** Exec. Director of Fiscal Services (CHAIR)
- ☒ **Sandra Bauman,** Dean/CEO
- ☒ **Jessie Pate,** Director of IR & Effectiveness
- ☒ **Jason Grimmis,** Director of Crisis ...
- ☒ **Sarah Dellwo,** Exec. Director of Enrollment
- ☒ **Anna Spoja,** Business Instructor
- ☒ **Tod Dumas,** Aviation Instructor
- ☒ **Stephanie Hunthausen,** Exec. Dir. Of CTE & DE
- ☒ **Parker, Michaela,** Director of OTA Program
- ☐ **Patricia Pierson,** Librarian
- ☒ **Paige Payne,** Executive Assistant (recorder)

BC Mission: *The Budget Council utilizes broad stakeholder representation to carry out responsible and realistic budget planning that aligns with the strategic goals of our campus and the Montana University System. We strive to foster a culture of financial integrity and collaborative governance, ultimately contributing to the sustained growth and success of our institution.*

Helena College Mission: *Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.*

Mastermind Discussion Agenda

Phone System Contract Current & Long Term

- Current contract: The contract will be renewed for one more year. Cisco/CompuNet has increased the cost from approximately $8,000 to $16,000. HC currently has about $9,000 banked with CompuNet for repairs, and CompuNet will apply an $8,100 credit toward the upcoming contract.
- Lumen support: Lumen is planning to exit its support arrangement with CompuNet. Even if HC maintains a contract, Lumen's exit could affect the operation of our phones, so we need to account for that risk in our transition planning.
- Next step: The longer-term plan is to move to Microsoft Teams phones, which will take time to implement. The vendor is Cisco through Cerium Networks. Team calling can be used with desk phones, headsets, or directly through a computer.
- Microsoft licensing: Our current Microsoft A3 licensing would need to move to either A5 or A3 plus calling. A5 also includes additional security enhancements. These costs are paid through a fee pot.
    - The key question is how these increased costs should be covered and whether they affect the upcoming fee request. The two potentially impacted funding sources are the computer fee pot and the IT fee pot. We need to determine whether the increase should be covered by either fee pots or by one of them.

Diesel Budget Request: Hydraulic Training Systems

- Requesting up to two hydraulic training systems for the diesel program.
    - Both instructors have gone through training on this system.
    - It could be used for aviation and DOT also.
    - The balance of the fee pot is $343K. The ask is 10K from an unrestricted index, 30K from the program fee pot, $5K from Perkins, and the balance from the academic equipment fee pot.
        - The academic equipment fee pot will bring $60K by the end of spring semester.
    - **Motion:** Tod Dumas made a motion to purchase one trainer and accessories plus shipping. The funding will be $10K from an unrestricted index, $30K from program fee, $55K from the academic equipment fee with the possibility of $5K from Perkins.
    - Sarah Dellwo seconded the motion. Approved unanimously.
    - Sandra Bauman will contact the student members of the academic equipment committee to approve the funds from the fee pot.
- The group discussed a second unit and decided to evaluate the effectiveness of the first one.

Student Academic Equipment Fee Committee Approval:

From: *Bauman, Sandra*
Sent: *Thursday, October 29, 2026, 10:09 AM*
To: *HC Finance <HCFinance@HelenaCollege.edu>; Hunthausen, Stephanie <Stephanie.Hunthausen@helenacollege.edu>; Mousel, Melissa <Melissa.Mousel@HelenaCollege.edu>*
Subject: *FW: academic equipment fee committee - request from Diesel Technology program*
Good morning,
This is the 4th yes vote on this request to the academic equipment committee. Since there are 7 members, we can consider this as approved.
For any purchases, please include this email as documentation of the approval and use the index for the academic equipment committee.

Welding Ventilation System Failure:

- The ventilation system is failing, and it is a health and safety risk. The cost for the vendor to travel to evaluate the system is $11K. This does not include parts and the cost for a return visit to repair the system.
- The college is currently spending $5K to $6K annually on filters which are not working. The system has not been performing well since it was installed.
- Funding Source: Academic Facilities 141K or Plant Repair 139K balances.
    - Recommendation: Use the Academic facilities fund for the welding ventilation evaluation.
    - **Motion:** Jessie made the motion to approve up to $11K to allow Clean Air to inspect and diagnose the ventilation system using the Academic Facilities fund. Tod Dumas seconded the motion. Approved.

Please review:

- PowerPoint: Understanding Our Funds
- PDF: BC Update Oct. 3, 2026
- Send edits. Both will be discussed at the next meeting.