

BUDGET COUNCIL MINUTES
MONDAY, APRIL 28, 2025, AT 2:30 P.M.
DON Lecture Hall Meeting

BC MEMBERS:

- ☒ **Cari Schwen**, Exec. Director of Fiscal Services (CHAIR)
- ☒ **Sandra Bauman**, Dean/CEO
- ☒ **Jessie Pate**, Director of IR & Effectiveness
- ☒ **Jason Grimmis**, Director of Crisis & Emerg. Resp
- ☒ **Amy Kong**, Director of eLearning & Fac. Dev.
- ☒ **Mel Ewing**, CIO
- ☒ **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- ☒ **Tod Dumas**, Aviation Instructor
- ☒ **Larry Taylor**, Anatomy & Physiology Instructor
- ☒ **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

Note: Meeting on 4/14/2025 canceled.

Proposed Budget Discussion

- The Risk Policy Premium
 - The risk policy premium is \$65K instead of the projected \$ 120 K.
- BC reviewed the proposed budget scenarios with 3% and 0% tuition projections
 - If the 3% tuition increase is not approved, there is a \$119 K deficit. If the 3% tuition increase is approved, the deficit is \$ 34 K.
- Two items can be moved out of the proposed operating budget:
 - The \$30K for Smart Boards will be funded by a fee pot.
 - The OT remodel is estimated to cost \$ 62 K. The facilities fee pot will fund it.
- There will be an increase in the line items for utilities. Cari will project a 13% increase.
 - 9.14% increase for natural gas.
 - NWE electrical rate increase is 4.2%. (Up to 8.4%)
- The MailChimp subscription will not be renewed. HC is waiting for UM to decide on a new platform.
- Items that may be added in the operating budget if there is a surplus:
 - Increase the Contract Services line in the Retention/Advising index for a special needs student.
 - Hire a collection agency to collect unpaid school bills.
 - If it is possible to pay off the lighting bond, add \$50K to the scholarship fund to cover 1,2, Free.
 - Tech is dropping the assessment platform because it is not accessible. HC will have to find a different platform.
 - Gardner Institute.

Discuss and approve ECS requests.

Jessie Pate motioned to approve the ECS requests. Tod Dumas seconded the motion. Approved unanimously.