

**BUDGET COUNCIL MINUTES**  
**MONDAY, AUG. 11, 2025, AT 2:00 P.M.**  
**DON Lecture Hall Meeting**

**BC MEMBERS:**

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| <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> <b>Cari Schwen</b>, Exec. Director of Fiscal Services (CHAIR)</li> <li>• <input checked="" type="checkbox"/> <b>Sandra Bauman</b>, Dean/CEO</li> <li>• <input type="checkbox"/> <b>Jessie Pate</b>, Director of IR &amp; Effectiveness</li> <li>• <input checked="" type="checkbox"/> <b>Jason Grimmis</b>, Director of Crisis &amp; Emerg. Resp</li> <li>• <input checked="" type="checkbox"/> <b>Amy Kong</b>, Director of eLearning &amp; Fac. Dev.</li> <li>• <input checked="" type="checkbox"/> <b>Mel Ewing</b>, CIO</li> </ul> | <ul style="list-style-type: none"> <li>• <input checked="" type="checkbox"/> <b>Robyn Kiesling</b>, Exec. Dir. Gen Ed &amp; Transfer</li> <li>• <input checked="" type="checkbox"/> <b>Tod Dumas</b>, Aviation Instructor</li> <li>• <input type="checkbox"/> <b>Larry Taylor</b>, Anatomy &amp; Physiology Instructor</li> <li>• <input checked="" type="checkbox"/> <b>Patricia Pierson</b>, Librarian</li> <li>• <input checked="" type="checkbox"/> <b>Paige Payne</b>, Executive Assistant (recorder)</li> </ul> |
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**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.*

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**Mastermind Discussion Agenda**

No meeting on June 23, July 14, or July 28, 2025

**Review Minutes**

- Jason Grimmis motioned to approve the June 9, 2025, minutes, and seconded by Mel Ewing. Approved.

**Review timeline for the coming year.**

- Budget building starts again:
  - Cari will have templates for 2027, 2028, and 2029 budgets ready for the Budget Council’s review in September. The three-year template is divided into the upcoming year budget request and projections for the next two years.
  - Budgets go out to Budget managers in October.
    - Completed budgets are due in January 2026
    - The BC will review requests in February 2026 and send the approved budget in March 2026 to Cabinet to approve by April 15.
    - BC will finalize the budget in May 2026.

**2025-26 Budget Approval**

- The budget was approved by the BC via a vote.

Start time	Completion time	Name	Enter your question
7/30/25 17:22:18	7/30/25 17:22:21	Cari Schwen	Vote to approve
7/30/25 17:35:10	7/30/25 17:36:09	Amy Kong	Vote to approve
7/30/25 17:46:43	7/30/25 17:46:54	mel.ewing@helenaco	Vote to approve
7/31/25 8:07:44	7/31/25 8:07:50	Sandra Bauman	Vote to approve
7/31/25 8:58:42	7/31/25 8:58:50	Jessie Pate	Vote to approve
7/31/25 9:41:44	7/31/25 9:41:51	Jason.Grimmis@helen	Vote to approve
7/31/25 10:03:11	7/31/25 10:03:15	Robyn Kiesling	Vote to approve
7/31/25 16:14:19	7/31/25 16:14:46	patricia.pierson@hele	Vote to approve
8/1/25 11:24:22	8/1/25 11:24:50	tod.dumas@helenaco	Vote to approve

*Figure 1, Budget Council Vote Tally*

- One bond was paid off, saving \$42K
- Current unrestricted set at \$10,731,730.00 and will be loaded into UMDW this week.
- Additional last-minute unplanned authority increases:
  - Breakroom redesign.
  - OTA
  - Website
  - Other Unplanned Additions:
    - Shifted authority to Diesel for a one-year temporary position.
    - HC will pay for the data assessment tool. OCHE was paying for it in the past.
    - Possible TRIO payroll change.

**Meeting:**

- The next meeting is August 25, 2025. The time will be moved to 2:30 to 3:15 to accommodate the faculty schedule.