



**Minutes of Board of Education Meeting
January 17, 2024
Zoom
(meeting moved to Zoom due to inclement weather)**

Board of Education members in attendance

Kristin Adams (Chair), Dick Running, Dr. John Sarna, Sherlyn Dahl, Jeff Davis, and Ron Edwards

Staff and Representatives in attendance

Lisa Avery, Ann Buchele, Sheldon Flom, Jason Dorsette, Claire Burke (Faculty), Kimberly Kopplein (Classified), Steven Broncheau (Advancement), Travis Overig (SLC), and Elizabeth Droscher

Guests in attendance

Jess Jacobs, Director - Accounting & Budget

REGULAR MEETING

The regular meeting was called to order at 6:01pm

CHANGES TO THE AGENDA – Chair Adams noted no changes to the agenda.

PUBLIC COMMENTS – Chair Adams noted no public comments were submitted for this meeting.

INTRODUCTIONS – Chair Adams introduced Travis Overvig, SLC Vice President.

BOARD CHAIR COMMENTS - Chair Adams thanked everyone for moving to Zoom due to the inclement weather.

GENERATIVE ACTIVITY – Sheldon Flom and Jess Jacobs presented the 2024-25 January Budget Discussion. Discussion to include review of prior year, current year, and assumptions/variables for the budget year 2024-25 (and beyond). Using this presentation, the budget preparation team is asking the Board for parameters to go forward building the budget for approval in May.

The following was presented: budget timeline review, review where to find information on the Budget Update Center page on the LBCC website, review of non-general funds, capital fund (bond) projects, federal support funding (HEERF and ERC), prior year results (22-23), and projected 2023-24.

Prior year (2022-23) results show a net budget deficit of \$2,851,594. Mr. Jacobs reviewed beginning and ending fund balances for 2022-23. Current year projections for 2023-24 are a 5% enrollment increase, state funding adjust for enrollment and property taxes, and rising costs (insurance, Oregon Paid Leave, materials and services).

Current year (23-24) projections is a deficit estimate of \$16,240. Mr. Jacobs reviewed the revenue and expenses which includes the discontinuation of the ERC funding to offset losses in the general fund.

Discussion of key variables for 2024-25 include a tuition increase of 4% (to be presented for Board consideration in March), a 2% enrollment increase, flat state funding (mid-biennium) with a new funding component adjustment, and flat PERS.

Tuition considerations were reviewed comparing Linn-Benton with other Oregon Community Colleges. Historical tuition increase for Linn-Benton Community College was also shared.

Enrollment was reviewed. Summer term had a 1% decrease in enrollment, Fall term had an 8% increase, and Winter term has a 7% increase (as of January 2024).

Enrollment projection for the current 23-24 year assumes a 5% increase in overall tuition revenue for full year. Adjustments will be considered based on final Winter and upcoming Spring term enrollment. A modest increase (2%) being projected for 2024-25 with flat enrollment in the following year.

Mr. Jacobs reviewed State Funding and PERS (Public Employees Retirement System).

Review of budget projection variables including growth assumptions and biennium outlooks. Review of state aid, property tax, tuition, and other revenue. Expected expenses of personnel costs, materials/services, transfers out, budget enhancements, strategic investments, and identified reductions were discussed. The estimated net for each biennium was presented. The end fund balance and target fund balance ratio was also reviewed.

The summary showed larger than expected general costs to close out prior year, upward pressure on operating costs, enrollment growth for current year and next, no current plans to recommend reductions in coming year, and conservative spending and sustainability should be the continued approach.

The Finance Team asked for Board parameters in developing the budget that will be presented in May for consideration. The areas for input include tuition rate, fund balance, and spending.

Questions were asked about identified reductions, when (if any) potential PERS increase forecasts might be known, enrollment impact on tuition rates, comparison of tuition increases with other Oregon Community Colleges, benefits of having industries in service area, and possible impact if the Federal budget collapses. The questions were answered to satisfaction.

The Board supported current projections as presented. The Board asked to keep tuition a priority with potential increase kept at 4% or below (preferably below), as well as maintain fund balance at target.

STRATEGIC ACTIVITY

1) Board Representative Reports:

- a. **OCCA** – Chair Adams reported that OCCA is now conducting an Executive Director search. The OCCA has also identified two priorities for the 2024 Legislative session: funding for the Oregon Opportunity Grant and moving to a corequisite learning model.
- b. **ACCT** – Dr. Sarna reported that ACCT National Legislative Summit will be held in early February in Washington, DC. He will not be attending but will report on any information that is shared from the summit.
- c. **Foundation** – Mr. Davis did not have anything to report.

2) Campus Representative Reports:

- a. **Classified** – Ms. Koppelin did not have any additions to the report.

- b. **Faculty** – Ms. Burke shared that Communications Faculty, Mark Urista, asked to share a couple of events. LBCC’s Heterodox Academy’s Campus Community will be hosting an event on Monday, January 22 at Chinook Hall the event will be followed by another event at OSU. On Thursday, January 25, the Civil Discourse Program will host a Braver Angels Debate. Ms. Dahl thanked Ms. Burke for including the student stories. Dr. Sarna enjoys attending the Braver Angels debates. Dr. Sarna also offered congratulations to Greg Mulder in the Physics department on the recent award of a grant.
 - c. **PTFA** – Mr. Whitley was not able to attend tonight’s meeting.
 - d. **SLC** – Mr. Overig shared updates on coming events, upcoming SLC elections, and food insecurities. Mr. Overig shared that the Linn-Benton Lunch Box program has run out of funding until fall term of 2024. Mr. Overig shared that that student assistance need has increased. The Board inquired on how students receive assistance and how the program is funded. Mr. Overig answered to satisfaction.
- 3) Presidential Equity Report – Mr. Dorsette did not have any additions to the report. Chair Adams appreciated a student story included in the report. Mr. Edwards asked about offering more programs. Mr. Dorsette shared there are several additional programs scheduled for this year.

FIDUCIARY ACTIVITY

- 1) Consent Agenda – **Ms. Dahl moved to approve the Consent Agenda. Mr. Running seconded. Motion to accept the Consent Agenda was approved unanimously. (6,0)**
- 2) Second Read of 2000 Series Board Policies (this set focuses on 2005-2070). President Avery presented BP 2015 Board Membership Duties and Responsibilities and BP 2040 Board Meeting Procedures which were returned for second reading. President Avery highlighted the corrections made since the first reading. **Mr. Running moved to approve BP 2015 and BP 2040 as presented, seconded by Ms. Dahl.** The Board discussed the policies. Dr. Sarna shared feedback on BP 2040 and would like community members to have the ability to speak at Board meetings without preregistration. President Avery shared that since Board meetings are streaming live for public viewing, public comments may be given virtually, in-person, or through letters. The technical details that need to be arranged prior to the meeting were reviewed. Mr. Edwards also provided feedback for BP 2040 and possible barriers for those who may not have access to computers. Dr. Sarna also noted on BP 2040 that he does not support the Board Chair to set the time limit for comments at the meeting. Chair Adams replied to this concern. **Due to continued discussion, Mr. Running and Ms. Dahl withdrew their motions so that the policies could be addressed individually.**

Mr. Running moved to approve BP 2015 Board Membership Duties as presented, seconded by Ms. Dahl. Motion to approve BP 2015 was approved unanimously. (6,0)

Mr. Running moved to approve BP 2040 Board Meeting Procedures as presented, seconded by Ms. Dahl. Motion to approve BP 2040 was approved. (4,2) Dr. Sarna and Mr. Edwards voted nay.

3) **Introduction of 3000 Board Policies** – President Avery introduced the 3000 Board Policy series. Please send any edits to Elizabeth Droscher.

4) **Administrative Reports**

- a. **President’s Report** – President Avery thanked classified staff for the work being done to prepare campus to reopen following the inclement weather. Thank you to Faculty for their flexibility to move to online classes and for continuing to support students during this winter storm. President Avery shared that she attended the opening of the new LBCC Veteran Center. Mr. Edwards shared interest in touring the Veteran Center.
- b. **Academic & Student Affairs** – Dr. Buchele did not have any additions to the report.
- c. **Institutional Advancement** – Mr. Broncheau did not have any additions to the report. Mr. Runnings appreciated the report.
- d. **Finance and Operations** – Mr. Flom also thanked staff members who have been on campus during the winter storm, worked on safety, and those who are preparing the campus for the return of the students.

BOARD COMMENTS

Mr. Edwards appreciated the reports on how students are supported and motivated.

Mr. Davis shared that 2024 Leadership Corvallis class will be visiting a LBCC Corvallis campus in February. Mr. Davis requested that the Board receive notifications for Foundation and College events.

Adjourned Regular Session at 7:32pm

Board Chair

Clerk of the Board