

**VERNONIA SCHOOL DISTRICT 47J**  
 1201 TEXAS AVENUE  
 VERNONIA OR 97064

**BUDGET COMMITTEE MEETING MINUTES**

April 30, 2020

- 1.0 CALL TO ORDER:** The Budget Committee meeting was called to order at 6:09 p.m. by Brittanie Roberts via Google Meets virtual meeting. MEETING CALLED TO ORDER
- Board Present:** Susan Wagner, Greg Kintz, Steve Whiteman, Stacey Pelster, Brittanie Roberts, Jeana Gump BOARD PRESENT
- Board Absent:** Vacant position.
- Budget Committee Present:** Kellie Murray and Kim Titus
- Budget Committee Absent:** Vacant positions.
- Staff Present:** Aaron Miller, Marie Knight, Nate Underwood, Michelle Eagleson, Juliet Safier, Camrin Eyrrick , Gordon Jarman, Susanne Myers STAFF PRESENT
- Visitors Present:** Scott Laird VISITORS PRESENT
- 2.0 Welcome & Introductions:** Brittanie Roberts led everyone through individual introductions. WELCOME & INTRODUCTIONS
- 3.0 Election of Budget Committee Chair:** Kim Titus nominated Kellie Murray as Budget Committee Chair. Stacey Pelster second the motion. There were no other nominations. A roll call vote was taken. Motion passed unanimously with those in attendance. MURRAY ELECTED CHAIR OF BUDGET COMMITTEE
- 4.0 Election of Budget Committee Vice Chair:** Brittanie Roberts nominated Susan Wagner as Budget Committee Vice Chair. Stacey Pelster seconded the motion. There were no other nominations. A roll call vote was taken. Motion passed unanimously. ELECTED VICE CHAIR OF BUDGET COMMITTEE
- 5.0 Approval of Minutes:** Jeana Gump moved to approve the Budget Committee minutes of 5/9/19. Greg Kintz seconded the motion. A roll call vote was taken. Motion passed unanimously. MINUTES APPROVED
- 6.0 Discussion of Budget Goals:** The Budget document was distributed via email and mailed to all committee members prior to the meeting. Aaron Miller reviewed the Guiding Principles and discussed the budget process. BUDGET DOCUMENT OVERVIEW and BUDGET GOALS REVIEWED
- 7.0 Presentation of Budget Message:** Aaron Miller read aloud his Budget message contained within the Budget document. Following the budget message, he explained that due to economic changes from the COVID-19 situation we are expecting budget cuts. The amount of these cuts will not be known until after the timeline for the budget process is complete. PRESENTATION OF BUDGET MESSAGE
- Aaron Miller and Marie Knight explained that the budget presented was created based on the state school fund estimate from February 2020. Even though we are expecting changes, we will be working to adopt a budget based on the information we had prior to the virus outbreak. Any required changes will be after the budget is adopted. It was explained that there is a legal requirement to have a balanced budget adopted by June 30.
- 8.0 Budget Document Review:** Marie Knight gave a brief presentation on the funds included in the Budget document and an overview of how the document is laid out. BUDGET DOCUMENT REVIEW
- Fund 100: General Operating Fund
  - Funds 202-299: Special Revenue Fund – resources limited to a particular purpose and includes grants, food service fund, and student body funds
  - Funds 301-202: Debt Service Fund - dedicated to property tax revenue and principal and interest for long term debt obligations

- Fund 401-402: Capital Project Fund - revenue and expenditures if the General Obligation bond passes and Oregon School Capital Improvements Matching (OSCIM) program is received

Committee members are encouraged to submit questions via email or phone as soon as possible. Marie and Aaron will respond to the entire committee so everyone can learn from all questions.

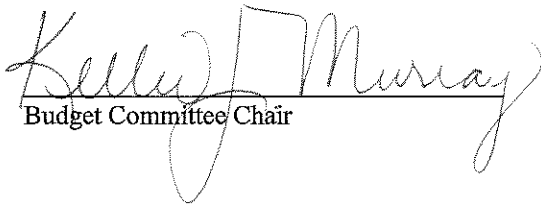
9.0 Next Meeting: May 14, 2020 at 6:00 p.m.

NEXT MEETING

10.0 Adjourn: Meeting adjourned at 7:15 p.m.

ADJOURN

Submitted by Marie Knight, Business Manager

  
Budget Committee Chair

  
District Clerk