



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
BUDGET COMMITTEE MEETING MINUTES
May 19, 2020

CALL TO ORDER

The May 19, 2020 Linn Benton Board Budget Committee Meeting was held remotely with Chairperson Frank Bricker calling the meeting to order at 6:05 PM.

Present:

Budget Committee and Board Members: Terry Deacon, Sherrie Sprenger, Heather Search, Richard Moore, Ron Beck, David Dowrie, Sarah Finger-McDonald, Kim Butzner, Frank Bricker, Roger Irvin, David Dunsdon, Sherrie Sprenger, Jim Gourley, Sarah Fay and Miriam Cummins.

LBL staff: Jackie Olsen, Chief Financial Officer (CFO); Tonja Everest, Superintendent, Don Dorman, Assistant Superintendent, Kate Marrone, Chief Human Resources Officer (CHRO); Francisco Zavala, Chief Information Officer and Karen Chandler, Executive Assistant.

Absent:

Tina Baker

OPENING ACTIVITIES

Budget Committee Members, LBL staff, and guests introduced themselves. All stood for the Pledge of Allegiance.

Superintendent Everest informed the Budget Committee Members of their important role and legal responsibilities per ORS 294 to review and approve or amend the Budget document and present it to the LBL Board of Directors. The 2020-2021 LBL Budget must be adopted by the LBL Board of Directors by June 30, 2020.

ELECTION OF OFFICERS

Presiding Officer

Board Chairperson Bricker declared nominations open for Budget Committee Presiding Officer.

Roger Irvin nominated Ron Beck for Budget Committee Presiding Officer. Terry Deacon seconded the motion. A roll call vote was made by the Board secretary and the motion carried unanimously.

The gavel was passed to Ron Beck.



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Vice Presiding Officer

Committee Presiding Officer Beck declared nominations open for Budget Committee Vice Presiding Officer.

Terry Deacon nominated Jim Gourley for Budget Committee Vice Presiding Officer. Heather Search seconded the motion. Upon call for the vote, the motion carried unanimously.

MINUTES

Presiding Officer Ron Beck asked for a motion to approve the May 14, 2019 Budget Committee meeting minutes. Terry Deacon moved and Roger Irvin seconded the motion to approve the May 14, 2019 Budget Committee meeting minutes. Upon call for the vote without objections, the motion carried unanimously.

**BUDGET
DEVELOPMENT
PROCESS REVIEW**

Superintendent Everest explained the LBL year-long Budget development process. It begins in the fall with agency goals being updated, along with the Strategic Plan tasks and activities, and then meeting with each of the twelve component districts to review current services, additional needs and funding. This information is then used to develop the Local Service Plan which drives decisions for Resolution Services. It also describes all services provided by LBL and the funding source for those services. Superintendent Everest provided an outline of the programs offered by LBL ESD. Ms. Everest also reviewed the internal meeting process used in developing the budget.

**PRESENTATION OF
THE BUDGET
MESSAGE (Including
Local Service Plan)**

Superintendent Everest presented the Budget message which provided LBL's mission and values, along with an overview of LBL services, organization and funding resources/expenditures. Ms. Everest reminded the committee that the statute requires ESD's provide services in four key areas: Administrative Services, Special Education, Technology and School Improvement Services.

**REVIEW OF PROPOSED
2020-2021 DOCUMENT**

Chief Financial Officer Jackie Olsen introduced the 2020-2021 Proposed Budget document and explained the format in which it was prepared. CFO Olsen provided an overview of the proposed Budget. Ms. Olsen discussed the 2020-2021 Budget assumptions which were built into the budget. An electronic copy of the Budget was sent to the Budget Committee last week.



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COMMITTEE MEMBERS

Presiding Officer Ron Beck provided an opportunity for Budget Committee Members to ask questions and to comment on the Budget document. Chairperson Beck asked for public comment and there were none.

Kim Butzner moved that the Linn Benton Lincoln Education Service District budget for 2020-2021 in the aggregate amount of \$? be approved as recommended by staff.

General Fund	\$26,716,257
Restricted Revenue Fund	\$28,343,623
Capital Improvement Fund	\$ 1,821,950
Special Services Fund	\$ 16,747,963

Sarah Fay seconded the motion. A roll call vote was made by the Board secretary and the motion carried unanimously and the motion passed unanimously.

Kim Butner moved that the permanent tax rate of \$0.3049 per \$1,000 value be levied in support of the General Fund. This tax rate is expected to generate \$8,244,000 in taxes. Jim Gourley seconded the motion and the motion passed unanimously without objection.

FUTURE MEETINGS

The Public Hearing on the 2019-2020 Budget will be on June 9, 2020 at 6:00 p.m.

ADJOURNMENT

Chair Beck adjourned the Budget meeting at 7:15 PM.

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David Dunsdon

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Budget Committee Presiding Officer

DocuSigned by:

Tonja Everest

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Tonja Everest, Supt./Clerk

Recorded by Karen Chandler