

BOARD OF DIRECTORS  
LAKE COUNTY SCHOOL DISTRICT 7  
LAKE COUNTY, OREGON

Present: Pete Schreder, Chair  
Darryl Anderson, Director  
Desi Zamudio, Director  
Stefani Roseberry, Vice-Chair  
Dustin Gustaveson, Director  
Barry Shullanberger  
Aimee Kintzley  
Ann Crumrine  
Teresa Decker  
Nancy Albertson (not present)  
Sean Gallagher, Superintendent  
Janet Melsness, Business Manager  
Rebecca Hargis, Executive Secretary  
Ex-Officio: Will Cahill, Steve Prock, Jesse Hamilton  
Guests: Lonnie Chavez, Jimmy Hall, Ruth Ann Meize

**6:03 PM Budget Committee Meeting #2 opened.**

**1. Call to Order**

Presenter: CHAIR

1. Pledge of Allegiance to the Flag

**2. Approval or Amendment of Meeting Agenda Items**

Presenter: CHAIR

2. 1. Approval and/or Amendment of Budget Committee Meeting Agenda Items

There were no recommended changes to the agenda.

**Schreder moved and Roseberry seconded the motion to approve the agenda as presented. The motion passed unanimously.**

**3. Approval of Minutes**

Presenter: CHAIR

3. 1. Budget Committee Meeting #1 - May 12, 2015

There were no recommended changes to the minutes of May 12, 2015.

**Gustaveson moved and Roseberry seconded the motion to approve the minutes of May 12, 2015 Budget Committee Meeting #1 as presented. The motion passed unanimously.**

**4. Operating Procedures**

Presenter: CHAIR

4. 1. A quorum of six budget committee members must be present to conduct the business of the budget committee
4. 2. Any member may call for a "straw vote" to include, adjust, or delete items or amount of money from the proposed budget. The majority of votes will decide the action taken.
4. 3. All committee members are encouraged to request additional information or to give opinion on any item.
4. 4. Salaries (Object 100) and benefits (Object 200) are the responsibility of the Board of Directors and are subject to ratified collective bargaining agreements.

**5. Fund 100 - Review Corrections**

Presenter: JANET MELSNESS

Melsness noted that the gold sheets of paper reflect the changes that were made from the previous budget meeting. They are placed in the folder directly on top of the corresponding page.

Melsness advised the group that the \$3,800 in dues and fees for AVID under Daly Middle School were moved to 2210 for tracking purposes. The out of district travel for Executive Administration was increased to \$6,000 as per the recommendation of Gallagher. Melsness noted that Function 210, Object 241 – Contract Tuition/Staff Development is in the process of moving to a separate fund. There was an oversight in 13-14 and those funds should have been carried over but were not. Melsness worked with Ruth Ann Meize to work out the details in order to ensure we are in compliance with the Collective Bargaining Agreement (CBA). Melsness noted that she will be ready to present the requested information on the compensation for the substitutes at the next meeting.

**6. Fund 240 - Revenue & Expenditures**

Presenter: JANET MELSNESS

Melsness advised the group that she looked at the prior years' expenses to evaluate where we should be. She is anticipating a transfer of \$37,000. There was a slight increase in Union Food Purchases. It was noted that there has been an increase in free and reduced lunches at Fremont/AD Hay leading to the decrease in revenue. There will be a new software system in place next year. The monthly fee for this software will be a little less expensive and it will better meet the needs of the district. Melsness decreased Food Purchases for the High School to be more in line with our current purchases.

**7. Fund 250**

Presenter: JANET MELSNESS

Melsness recommended they move the funds that are remaining in the Towel Fund to

general fund and close this fund. There were no objections to this recommendation.

**8. Fund 260 - Revenue & Expenditures**

Presenter: JANET MELSNESS

Melsness stated that the revenue for the Ag Farm Fund was pretty status quo. The miscellaneous revenue comes from the plant sale. It will likely be a little higher as they are not quite closed out as of yet. Repair and Maintenance includes the addition of mainline and a pump. Anderson recommended increasing it to \$20,000 and there were no objections from the group.

**9. Fund 299 - Revenue & Expenditures**

Presenter: JANET MELSNESS

Melsness noted that the Athletic Fund has a proposed interfund transfer of \$134,739. This is slightly below 2014-15. Athletic Gate Receipts was increased \$3,500 to be more in line with where we were this year. Hamilton noted that we will have one additional home football game next year so that should be accurate. Gustaveson asked if there will be any revenue from the addition of DMS sports. Hamilton noted that they will begin charging a pay to play fee for track and volleyball to add to Daly Middle School revenue. Prock stated that it will be a User Fee account for approximately 55 students at \$100 each. Hamilton advised the group that the increase in Sports Medicine is due to the impact testing. DMS Volleyball has a stipend budgeted but this will be a board discussion item for review. Hamilton noted that they will need to add \$750 for officials to Other Instructional Prof/Tech account for DMS Volleyball. LHS Volleyball has an increase in Durable Supplies for a new net. Cross Country was status quo. LHS Boys and Girls Basketball both have an increase in Durable Supplies due to uniforms. Hamilton stated that the rotation to purchase new uniforms is every 4-6 years. LHS Wrestling was status quo with a decrease in Durable Supplies because they purchased uniforms last year. DMS Track includes a stipend proposal that would be split between two coaches. They will not need any official fees for track. LHS Track has an increase in Durable Supplies due to new uniforms and a new pole vault mat. LHS Boys and Girls Soccer are status quo with a decrease because they purchased new uniforms last year. LHS Baseball and LHS Softball were both status quo. FFA/Ag, Band, and Annual are all status quo. Prock requested that LHS ASB stipend be increased to \$1,816. It was recommended that the 299 Fund be renamed "Extracurricular", the group agreed with this change. Melsness will also move the FFA stipend to the 299 fund.

**10. Fund 450 - Revenue & Expenditures**

Presenter: JANET MELSNESS

Melsness advised the group that they are anticipating approximately \$15,000 in donations for the soccer field from the 2015 Rotary Duck Race. The \$10,000 budgeted at Union School is for the Union playground. The Parent's Club has raised the rest of the funds. \$70,000 is for moving the Greenhouse, finishing the paint booth, and hooking up geothermal and finishing the Ag shop. \$6,000 is for track repair/replacement. Roseberry recommended that

we increase this to assist with building this account to better cover the cost when the time comes. Prock would like it increased to \$12,000 and see how the budget looks in the end. Melsness noted that the Soccer Field Construction includes an estimated cost for the fencing. The Bleacher Replacement funding should cover the lower half and will get us ADA compliant for the bottom bleachers. As per Roseberry's request, Melsness and Hamilton will see if there is a substantial savings if both the lower and upper bleachers are completed at the same time. Melsness left \$10,000 for Asbestos Management. She added that this does not include the teacherage at Union. \$30,000 is budgeted for roof repair and \$30,000 is budgeted for painting. The group requested the roof replacement fund be increased by \$15,000. Melsness stated that there is \$70,000 budgeted for the Bus Maintenance Shop. Roseberry suggested adding a line item for the AD Hay playground as a place holder. Budget Committee advised to have a priorities list established to justify the recommendations. The next budget meeting will address the priorities list and revamp Fund 450 to coordinate. Melsness advised the group that she is expecting to have a new state school fund estimate later this week.

**11. Public Input & Discussion**

Presenter: CHAIR

There was no public input or discussion.

**12. Next Budget Committee Meeting - Wednesday, May 27, 2015 at 6:00 PM at the DMS Board Room**

Presenter: JANET MELSNESS

**13. Adjourn**

Presenter: CHAIR

**8:26 PM Budget Committee meeting adjourned.**