BUDGET COMMITTEE TRAINING MINUTES
September 30, 2019, 10:00 a.m.

Members Present: Brock McMurray, Jennifer Altenhofel, Joy Reynolds, Amanda Bauer

The Budget Committee Training meeting of September 30, 2019, was called to order by Brock McMurray at 10:03 a.m.

1. **Review of Charter / Committee Charge**

   Budget Committee is a subcommittee of Governance Council. The charter is reviewed, updated, and approved annually. This is a committee that is focused on a subject, and we stay focused on our tasks.

2. **Budget Committee Evaluation and Goal Setting Process**

   McMurray reviewed the 2017-18 evaluation and 18-19 goal forms. We self-evaluate annually and undergo a peer evaluation. Budget Committee includes links to our evidence in our self-evaluations. We have evaluated 2018-19 and it will be an agenda item at our next meeting.

3. **Review of Budget Development Calendar**

   The Budget Committee reviews the Budget Development Calendar every month to ensure that we stay on track. McMurray explained the Budget Development Calendar items in detail. The calendar is built backwards from September to ensure that we meet state deadlines.

4. **Funding Source Acronyms List**

   McMurray reviewed the potential funding sources. This list assists the Budget Committee in identifying funding sources for APR resource allocation requests.

5. **Review of TC Budget Format**

   McMurray took the committee through their budget binder to demonstrate the budget structure. He also explained the revenues and tied it back to the funding source acronyms list.

6. **Other**

   None.

Meeting adjourned at 11:15 a.m.

Respectfully submitted by:

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Justin Madding