

Treasure Valley Community College

Code: **DBEA**
Adopted: 10/20/98
Readopted: 10/14/09; 3/30/10
Orig. Code(s): 105-2; 105-4; 304-2; 304-3

Budget Committee

Budget Officer

The Board shall appoint a budget officer at the annual organization Board meeting.

Clerk

The Board shall appoint a clerk who shall record the minutes of the Board meetings and who shall transmit a copy of the minutes of the previous meeting to each Board member before each ensuing meeting.

Budget Committee

As directed by Oregon law the budget committee shall consist of seven Board members and seven members appointed by the Board for three-year terms. Appointees must be qualified electors of the district.

The 14 member budget committee shall study the financial feasibility of all programs and consider carefully the recommendations of the administration. By law, the budget committee is charged with decision making concerning financial priorities. The budget committee will have the responsibility to review the financial program of the district and review the proposed district budget as presented by the President and budget officer.

It is the function of the budget committee to approve budget estimates for an educational plan previously determined by the Board. The budget committee will determine levels of spending, but will not determine programs. The budget committee will approve an estimated budget document for submission to the Board. After approval of the original or revised budget document, the budget committee's duties cease. The Board holds the final hearing on the approved budget.

A majority of the budget committee is required for passing an action item. Majority for the 14 member budget committee is eight. Therefore, if only eight members are present, a unanimous vote is needed for passing an action.

Budget Message

The President and budget officer shall prepare the budget message for delivery to the budget committee according to the provisions of the Local Budget Law. The budget committee will hold one or more meetings to receive the budget message, the budget document and to provide members of the public with

an opportunity to ask questions about and comment on the budget document. The budget committee will announce the time and place of all meetings, as provided by law. All meetings of the budget committee are open to the public.

END OF POLICY

Legal Reference(s):

[ORS 174.130](#)

[ORS 192.610 - 192.710](#)

[ORS 294.305 - 294.565](#)

[ORS 341.357](#)