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Planning minutes 09/17/2013

Planning Committee

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MINUTES
Of the
Planning Committee
Tuesday, September 17, 2013 Meeting

Present: Arne Kildegaard (chair), Jon Anderson, Jim Barbour, Michael Eble, Julie Eckerle, Jim Hall, Sarah Mattson, Lowell Rasmussen, Jordan Wentz

Absent: Jane Kill, Leslie Meek

Visitor: Colleen Miller

Arne Kildegaard called the meeting to order.

- The committee was reminded we need two new members, but until the Committee meets that is on hold.
- Michael Eble made the motion to accept the minutes from May 1, 2013. This was seconded by Jordan Wentz and approved.
- Jon Anderson made the motion to accept the minutes from the September 3, 2013 meeting. The motion was seconded by Julie Eckerle, and approved.
- Both sets of minutes will be uploaded to the website. After talking with other chairs, Arne decided the agendas should also be added to the website.
- Michael Eble asked if there was any communication about guidance between the committees. Arne sent Tammi Berberi an email, and is waiting for a response.

Colleen Miller, UMM Finance Director was introduced.

- Colleen introduced and explained “Linc’s model” for UMM’s budgets. This is the same standardized template used at Vice Chancellor level, the Finance Committee, and when presenting budgets to Vice President and CFO, Richard H Pfitzenreuter. It is important that everyone sees the template and know how to read it. Linc Kallsen devised this template in 2009. Linc is a budget development officer, the Office of Budget and Finance, and reports directly to Vice President Pfitzenreuter.
- The remainder of the meeting was dedicated to study the budget model.

The next meeting will be a tour of the campus buildings. It will take place after hours. Please watch your emails for the time and meeting place.