



Planning and Budget Advisory Council Meeting Minutes

Wednesday, November 4, 2020

Microsoft Teams Meeting

Called to Order: 9:11 am | Adjourned: 10:39 am

In attendance: Thomas Hynes, Kevin Demmitt, Corlis Cummings, Bill Gruszka, Chase Moore, Stephen Schultheis, Shakeer Abdullah, Scott McElroy, Charles Read, Akwai Agoons, David Williams, George Nakos, J. Celeste Walley-Jean, Jill Lane, Ken Nguyen, Lila Roberts, Lisa Eichelberger, Narem Reddy, Nasser Momayazi, Ronald Fuqua, Ryan Erlacher, Sam Dixon, Sonya Gaither, Terrence Johnson, Allen Ward, Faith Morton

1. **FY22 Budget Narrative:**

- Each Vice President went over the answers to sections in the Narrative that applies to their Division
- Scott McElroy discussed the FY2022 Budget Data Sheet Template
- The completed Budget Narrative will be posted on the webpages of Business and Operations and the Planning and Budget Advisory Council
- The next draft is due by 3:00 pm November 12
- See Related Documents:
 - [FY22 Budget Hearing Narrative - Clayton DRAFT](#)
 - [FY 2022 Budget Data Sheet Templates - Clayton](#)

2. **Budget Narrative— Setting New Funding Priorities:**

- See Related Document
 - [FY22 Budget Narrative New Funding Requests Divisional Listing](#)

3. **PBI – Available One-time Funds:** Discussion Led by Dr. Jill Lane

- Close to \$400,000 can be spent on one time expenditures
- The requests will need to be submitted Dr. Lane by December
- Corlis asked Dr. Lane to see if the funds could be used for COVID related expenses
- See Related Documents
 - [PBI Allowable One-Time Expenditures](#)

Closing remarks: Scott McElroy will be sending an email with voting instructions. The voting sheet deadline is Tuesday, November 10