**Budget and Finance Planning Council**

**Minutes**

**June 23, 2020**

**3-3:50**

**Attendance:** Norma Garza, Katie Hooven, Steffen Marcus, Joseph O’Brien, Lloyd Ricketts, Elizabeth Gallus, Bozena Leven, Joao Neves

1. **Approval of Minutes**
	1. The BFPC meeting minutes of May 13, 2020 were approved.
2. **Co-chair update**
	1. K. Hooven will be on leave for part of Fall 2020. J. Neves will be temporary faculty co-chair during this time. K. Hooven will continue to vote as needed and will not require a replacement.
	2. S. Marcus and B. Leven will have completed their term and will need replacements starting Fall 2020. L. Ricketts requested both members stay on committee through summer until new members are able to join. Both agreed.
3. **Budget update**
	1. L. Ricketts reviewed slideshow to present the budget based on COVID changes.
	2. Information presented included having a balanced budget at the end of FY 2020 (part of this is expense management moving forward)
4. **Next Meeting- July 2020 TBD**

Respectfully Submitted,

K. Hooven