

**TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS**  
***Financial Review & Strategic Planning Committee Meeting***  
(Kitchens, Harris, Knobloch, Ulmer)

333 Guadalupe St., Tower 2, Suite 500  
Austin, Texas 78701  
August 14, 2009

**Minutes**

- A. The meeting was called to order at 8:05 a.m.
- B. Roll was called and a quorum was certified. Board members in attendance were Charles Knobloch, PG, Ben Harris, Gregory Ulmer, and Committee Chair Ronald Kitchens. Interim Executive Director, Charles Horton and staff members Vincent Houston and Leticia Kappel were present.
- C. No public comments were given.
- D. Discussion and possible action on the Texas Comptroller of Public Accounts' revenue estimate of \$995,000 for fiscal year 2009. While a revenue shortfall is expected, the interim executive director promised a \$2,000 lapse to the Comptroller's office.
- E. Discussion and possible action on the financial review and analysis of FY 2009 expenditures. The agency is expected to have an approximate surplus of \$8,000. The interim executive director plans on purchasing IT equipment for the agency.
- F. Discussion and possible action on the Biennial Operating Plan FY 2010-2011. This report was submitted in July of 2009 and mirrors the IT section of the Legislative Appropriations Request.
- G. Discussion and possible action on the contingent revenue rider for FY 2010-2011. More money will be received for FY 2010 move into new office space, upgrading the licensing database and IT equipment replacement. Less money will be received in FY 2011, therefore the agency may need to budget accordingly in FY 2010.
- H. The staffing plan and projected budget was discussed for FY 2010-2011. Any staffing plan for the agency will be contingent on the outcome of agenda item J (Discussion and possible action on the final adoption on an amendment to 22 TAC 851.80, regarding fee increases) for the August 14, 2009 TBPG Board Meeting.
- I. Discussion and possible action on the Biennial Revenue Estimate for FY 2010-2011.
- J. Discussion and possible action on the State of Texas government 2 year budget cycle. The cycle was discussed including upcoming deadlines.

- K. Future meeting dates and agenda items were discussed. A tentative date of October 8, 2009 was set for the next meeting. Suggested agenda item: Operating Budget
- L. Adjourned at 9:10 a.m.