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Susan Thornton, Director

**MINUTES**  
**Executive Committee Meeting**  
**June 23, 2011**  
**8:30 a.m. – 9:30 a.m.**  
**Room 5, State Office Building**  
**St. Paul, MN 55155**

Members Present: Jeff Broberg, Nancy Gibson, Rep. Tom Hackbarth Sen. Linda Higgins, Sen. Gen Olson

Staff Present: S. Thornton, S. Shreffler, M. McDonough, M. Banker, D. Griffith

Members Absent: Rep. David Dill

**Co-Chair: Nancy Gibson**

**1. Approve agenda for LCCMR Executive Committee meeting**

Co-Chair Gibson called the meeting to order at 8:45 a.m.

**2. Approve minutes for November 18, 2010**

MOTION: Commissioner Broberg moved approval of the minutes for November 18, 2010 – motion prevailed.

**3. FY 12-13 Administrative Budget Review and Approval**

MOTION: Commissioner Higgins moved approval of the LCCMR FY12-13 Administrative Budget contingent on final passage by the legislature and signature by the Governor – motion prevailed.

Susan Thornton explained that the LCCMR administrative budget ends on June 30, 2011. If the shutdown should occur on July 1, 2011, the Legislative Coordinating Commission (LCC) has agreed to incur the administrative budget for the LCCMR staff for two pay periods.

Greg Hubinger, Director LCC, explained in the legislature appropriations carry forward from one biennium to the next biennium and the LCC is going to use those funds to keep employed all LCC employees for the month of July.

Commissioner Olson asked if the LCCMR funds had a carry forward balance. Mr. Hubinger said the LCCMR does not have a carry forward option but M.S. 16A "Department of Management and Budget" provides legislation for the Legislature related to carry forward monies. Mr. Hubinger explained that the House and Senate have different amounts available in the Legislature than LCC. Mr. Hubinger stated the LCC has \$900,000 available in carry forward.

**4. 2011 Calendar Activities Review**

Susan Thornton suggested having the next LCCMR meeting on July 12, 2011 because some work plans still need approval before they can begin. Members discussed and suggested changing the meeting date to July 13, 2011.

Meeting adjourned at 9:25 a.m.

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