

Kirtland Community College

REGULAR MEETING OF THE FINANCE COMMITTEE ~ MINUTES

June 15, 2017, 5:45 p.m.

Present: Ed Pearen, Amy Knepp, Tom Ritter, Roy Spangler, Jason Broge, Tom Quinn, Kristin Barnhart, Julie Lavender, Matt Biermann, Michelle Vyskocil, Erine Adams, Laura Percival (arrived 6:10)

Absent: Mary Ann Ferrigan, Jack Kramer, Aaron Coltrane

Jason Broge: Inquired as to whether there were any pre-budget questions? None

Amy did inquire as to where KCPA is going after the new HSC addition is done? T. Quinn responded that at the present, KCPA will continue at its current location. However, we cannot rule out the possibility of relocating it to Grayling or even Gaylord. Plans are to continue with the KYT, but most likely will look at adjusting the adult theatre.

Jason:

- Reviewed cash flow – where the money is spent, how it tracks over time.
- Kirtland had a decent year end budget with a good amount to add to next year's budget for the new addition reserves.
- Current operations – good news - tuition & fees are outstanding, though a little heavy in health care costs, but everything else is in line.
- Auxiliary fund is small in scope & stature – pretty much in line.
- Detailed budget is available if board members want to review

Trustee Spangler inquired as to where the University Center is at right now?

J. Broge responded that North Central has paid their membership fee and will return this fall. The NEMCOG employee has vacated her office. Overall, the expenses at the University Center were down.

J. Broge reviewed the 2017-18 budget. Tuition and fees are up. Budgeted to be mostly flat. A very small increase from property taxes. Expenditures for salaries & wages up modestly to reflect the new instructor positions. Point of pride to stress the substantial utility cost savings at the Roscommon campus; however software costs were a little on the higher side.

J. Broge paused to ask if there were any questions? Trustee Spangler inquired as to what the overall revenues were vs. expenditures? J. Broge stated he would be able to answer that question in approximately 13 months. However, he noted that he has never closed a fiscal year in the red, has always been in the green.

T. Quinn noted that we are at a point where we appear to be operating efficiently and predictably. The 2017/18 budget presents as a comfortable budget to work with.

J. Broge – requesting an increase in the Capital improvement budget on the consent agenda. We are in phase 2 of the HSC addition. Request for final approval of the addition will go before the board at the August or September meeting.

Trustee Spangler inquired as to how the project will be paid for? T. Quinn responded the Succession Plan will be taken into consideration with the additional possibilities of new programs, operational cost savings, and Work Force Development courses.

Trustee Pearen inquired as to whether consideration is being given to respiratory as well as occupational therapy programs? T. Quinn replied yes.

T. Quinn noted that Kirtland was considering the possibility of moving Cosmetology to the Grayling campus and expand it to include Business Entrepreneurship. Trustee Knepp inquired as to whether faculty and students were polled on their preference for the location of COS.

T. Quinn responded that Grayling was the preferred choice.

Trustee Knepp inquired as to whether the Board should consider the relocation of Cosmetology to the Grayling campus. All four members present were in agreement.

J. Broge moved on to the time line for the HSC addition. Resolution was passed at the last board meeting for preliminary authorization. It is now in the next step of architectural design and funding model. It will then be presented to the board for final approval.

Open Discussion

With no further discussion, meeting was adjourned at 7:00 p.m.