Members present: Jim Drew, Gregg Chadwick (serving for Jeff Flessner), Sue Gilpin, Doug Minter

Others present: Lenore Sobota of The Pantagraph, Rob Widmer

The meeting was called to order by Mr. Doug Minter at 6:04 pm at Heartland Community College.

FINANCE COMMITTEE MINUTES

Mr. Doug Minter moved to approve the minutes from May 19, 2015; Mr. Gregg Chadwick seconded and the motion was approved.

FINANCE REPORT

Mr. Minter provided an overview of the Bills paid during May, the Investment Report as of May 31, 2015, and the Reports of Revenues and Expenses through May 31, 2015. Mr. Minter explained the new year-end budget management strategies implemented in April, including an expanded use of encumbrance accounting. Mr. Chadwick asked about the Restricted Purposes Fund and what runs through it; Ms. Gilpin provided a response.

DISCUSSION ITEMS

Prevailing Wage Resolution

Mr. Minter explained this legislative requirement and offered to answer questions.

Challenger Learning Center Remodeling Project Bid

Mr. Minter described the Challenger Learning Center remodeling project and briefly recapped the qualification based selection process for the architect. He summarized the bids received and noted Board action is required to award the construction bid. The project is grant funded.

Bookstore Contract

Mr. Minter reported on the bookstore contract and provided an update on the Textbook Steering Committee and three new sub-committees. Negotiations for the new bookstore contract began in November 2014. The new contract provides for smaller margins to Folletts and elimination of College commissions. He clarified the terms regarding contract length and renewability.

Mr. Drew asked how much profit the College will lose. Mr. Minter reported that profits had recently been in the range of between $150,000 and $180,000 annually. Mr. Chadwick asked when and how the Textbook Steering Committee will evaluate contract results and performance. Mr. Minter replied that metrics are currently being defined for several aspects of textbook affordability. Mr. Minter also noted that a committee will be meeting regularly with Follett’s staff on customer service and other contract-related issues. Mr. Chadwick requested follow-up reports be provided periodically to the Board.
FY2015 Transfer Resolutions

Mr. Minter reported that annual and budgeted transfer resolutions were being presented for Board approval.

FY2016 Connect Transit System Universal Access Service Agreement

Mr. Minter reported that Connect Transit requested a ten cent increase and that College officials countered with a five cent increase, bringing the agreed upon rate to sixty-five cents per ride. Mr. Chadwick noted the reduction in the number of cars in College parking lots as a result of the mass transit service available to all students.

FY2016 Tentative Budget

Mr. Minter detailed the overall Tentative Budget strategy and the assumptions driving the Tentative Budget being presented for Board adoption.

FY2017 RAMP Capital Request

Mr. Minter explained the RAMP capital request.

Engagement Letter for Auditors

Ms. Gilpin provided the audit engagement letter from Clifton Larson Allen requiring a “governance signature” in addition to Mr. Minter’s “management” approval. Ms. Gilpin summarized the intent of the letter and provided Mr. Chadwick and Mr. Drew with copies of the letter. Ms. Gilpin reported the audit fee quoted in the letter as $49,000 for the fiscal year 2015 audit. Mr. Drew, as Board Finance Chair, signed the engagement letter.

Other

In follow-up to a suggestion made by Mr. Jac Copes at the May Finance Committee meeting, Mr. Minter provided information regarding vehicle leasing practices by the City of Bloomington.

Ms. Gilpin explained the three non-repetitive transfers reported on the wire transfer log for May. The Committee reviewed and approved the monthly wire transfer log.

ADJOURNMENT

Mr. Minter moved to adjourn the meeting; Mr. Chadwick seconded and the motion was approved.

The meeting was adjourned at 6:43 pm.