

**MINUTES OF THE FINANCE COMMITTEE MEETING
OF THE HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
October 18, 2022**

Members: Janet Hood, Tom Whitt, Letisha Trepac, Justin Knorr

Others: Keith Cornille-President; Jeff Flessner-Chair, Board of Trustees; Andy Litwiller-Executive Director, Facilities; Neil Brumleve- PLA/ASLA/CPESC, Massie Massie & Associates

The Finance Committee meeting was called to order at 4:30 pm by Chair Janet Hood.

PUBLIC COMMENT

None.

FINANCE COMMITTEE MINUTES

Mr. Tom Whitt moved to approve the minutes from September 20, 2022; Ms. Letisha Trepac seconded and the motion was approved.

FINANCE REPORT

Ms. Trepac gave an overview of the September 2022 Bills, Investment Report, and Revenues and Expenditures Summaries. The September 2022 Wire Transfer Log was reviewed with most being typical monthly transactions.

FINANCIAL PLANNING

The following were made available for review: Financial Planning Timeline, FY20-24 Professional Services Review Timeline, and Facilities and Construction Projects Update.

DISCUSSION ITEMS

Landscape Master Plan

Mr. Andy Litwiller introduced Mr. Neil Brumleve to discuss the Landscape Master Plan. During the past nine months, Massie Massie & Associates working with the college landscape advisory committee, gathered input from user groups around the college, collaborated with ongoing project planning on campus, and referenced the Facilities Master Plan as a guide during this process. Implementation of the plan is intended to create a more welcoming and engaging environment for students, faculty, staff, and visitors and encourage outdoor learning and gathering. The plan will account for the phased-in development using a site improvement approach that will unify the campus both functionally and aesthetically.

Preliminary Audit Financials for FY22

Mr. Justn Knorr discussed the preliminary audit financial statements for FY22. The audit is still ongoing due to the College not yet receiving the FY21 Governmental Finance Officer's Association (GFOA) Certificate for the FY21 audited report. The auditors will plan to present the FY22 Annual Consolidated Financial Report at November's meeting, in draft form if GFOA certification is not received.

Tax Levy Process and Equity Tax Authorization

Ms. Trepac reviewed the tax levy process. The Equity Tax Resolution will be presented to the Board at tonight's meeting for action on the intent to levy.

ADJOURNMENT

Ms. Trepac moved to adjourn the meeting; Mr. Whitt seconded and the motion was approved.

The meeting was adjourned at 5:50 pm.

Janet Hood, Chair, Finance Committee

Tom Whitt, Member, Finance Committee