

**MINUTES OF THE FINANCE COMMITTEE MEETING  
OF THE HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES  
March 19, 2024**

Members: Janet Hood, Tom Whitt

Others: Keith Cornille-President; Noah Lamb, V.P, Finance and Administration; Bridget Miller, Assistant Controller

The Finance Committee meeting was called to order at **3:31 p.m.** by Chair Janet Hood.

**PUBLIC COMMENT**

None.

**FINANCE COMMITTEE MINUTES**

**Mr. Tom Whitt moved to approve the minutes from February 20, 2024; seconded by Mr. Noah Lamb and the motion passed.**

**SPECIAL FINANCE COMMITTEE MINUTES**

**Mr. Tom Whitt moved to approve the minutes from the January 30, 2024 Special Finance Committee Meeting; seconded by Mr. Noah Lamb and the motion passed.**

**CONSENT AGENDA**

Mr. Lamb gave an overview of the February 2024 Bills, Investment Report, and Revenues and Expenditures Summaries. The February 2024 Wire Transfer Log was reviewed with most being typical monthly transactions.

**Mr. Tom Whitt moved to approve the Consent Agenda, as amended; seconded by Mr. Noah Lamb and the motion passed.**

**FINANCIAL PLANNING**

The following were made available for review: Financial Planning Timeline, FY24-28 Professional Services Review Timeline, and Facilities and Construction Projects Update.

**DISCUSSION ITEMS**

**FY25 Strategic Budget Update (Oral)**

Mr. Noah Lamb presented that FY25 tentative budget deadline is Friday, March 22, 2024. Once tentative budgets have been entered, budget managers, supervisors and VPs will have time to

review and approve. Mr. Lamb stated that a FY25 tentative budget will be presented to the Finance Committee and Board at June 2024 meetings.

#### Budget Preparation Resolution FY25

Mr. Noah Lamb presented that the annual budget preparation resolutions will be presented to the Board at tonight's meeting for approval.

#### Construction Updates

Mr. Noah Lamb provided an update on current constructions projects including the Phase 1 Landscape Project, SCB/CCB Phase 1 Interior Project, and upcoming chiller repairs.

#### Total Compensation – Wages & Benefits

Mr. Noah Lamb presented an update on preliminary results from the current wage study with Carlson Dettmann. Carlson Dettmann reviewed job descriptions, level of decision making, working environment, experience, formal training, education along with current market data for all job classifications at Heartland Community College. Mr. Lamb indicated an update to the current wages would be a phased approach and timeline, budget impacts, and overall pay structure will be presented at the upcoming Finance Committee and Board meetings.

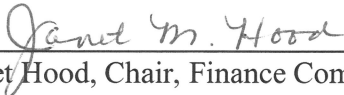
#### Other (Oral)

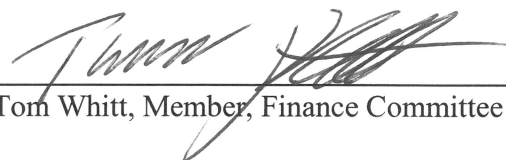
Mr. Noah Lamb stated that insurance discussions will continue at next month's meeting.

#### ADJOURNMENT

Mr. Tom Whitt moved to adjourn the meeting; seconded by Mr. Noah Lamb and the motion passed.

The meeting was adjourned at 4:52 p.m.

  
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Janet Hood, Chair, Finance Committee

  
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Tom Whitt, Member, Finance Committee