MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room, #Z-203
La-Z-Boy Center
6:00 p.m., May 25, 2011


Members absent: none

Also present: David Nixon, Randy Daniels, Suzanne Wetzel, Grace Yackee, Dan Schwab, Molly McCutchan, Jim Blumberg, Joe Verkennes, Pat Nedry, Barb McNamee, Tracy Vogt, Paul Knollman, Josh Myers, Tyler Eagle, Nicki Kostrzewa, Taylor Pinson, Deputy Michael Langton, and Victoria McIntyre (recording secretary)

1. Chair Bacarella called the meeting to order at 6:05 p.m. The purpose of the special meeting was for select update presentations from the President and Vice Presidents including discussion on the 2011-2012 budget.

2. There were no delegations present.

3. Vice President Suzanne Wetzel presented an overview of the 2011-2012 budget. The budget committee has been meeting since March in preparation of presenting a balanced budget. Continuous tracking of revenue and expenses is critical to the process. Cuts, deferred activities, and tight guidelines will be implemented in this year’s financial plan. Areas such as wages, technology, travel, training, and maintenance as well as others will share in restrictions.

A review of the budget was presented. Business Manager and Treasurer, Dan Schwab, presented draft worksheets for major budget areas, backup information, and a proposed 2011-12 budget. Details about how the new Career Technology Center would be funded were explained. The maintenance and replacement fund will finance only critical maintenance needs. About forty projects are scheduled for deferred maintenance. The technology fund is dependent on enrollment and covers technology expenses. Over one-half is allocated for software support.

The General Fund budget was reviewed. Total revenues were budgeted at $26,350,000 which totals about a one percent increase from 2010-11. Tuition was budgeted to reflect a seven percent increase. The budget was built with anticipated decreases in actual state appropriations and property tax revenue. Wage freezes, medical changes, retirements, and not filling three full-time positions have kept total expenses to a 1.34 percent increase.
The 2011-12 revenue totals were projected at $37,080,500. Total 2011-12 expenses were projected at $33,810,600.

Financial aid to students remains a top priority. Vice President of Administration Wetzel reported that The Foundation Scholarship committee and the Financial Aid office are working to award scholarships for the 2011-12 year. We have 39 endowed scholarships in place at this time. Through various fund-raising events, over $10,000 was raised for emergency aid money for students. Student Assistant positions, which help provide tuition assistance for students, were not cut.

The 2011-2012 budget documents will be finalized for the Board’s consideration at their June meeting.

4. It was moved by Mrs. Thayer and seconded by Mr. Meyer that the meeting be adjourned. The motion carried, and the meeting was adjourned at 7:04 p.m.

Respectfully submitted,

William J. Bacarella Jr.
Chair

Mary Kay Thayer
Secretary

These minutes were approved at the June 27, 2011 Board of Trustees meeting.