

APPROVED



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Minutes
Edison State College District Board of Trustees
Business Affairs & Facilities Committee
October 22, 2013
1:15 – 2:45 p.m.
Collier Campus, Room M-205

The Business Affairs & Facilities Committee met in Collier County, Florida, on October 22, 2013 at 1:15 p.m.

Present: Braxton C. Rhone
Sankey "Eddie" Webb, III
Gina Doeble

Others Present: Steve Nice
Ron Dente
Toby Discenza
Lisa Tudor
Amy Cooper, Clifton, Larson, Allen LLP
Scott Stitcher, PFM Asset Management LLC
Khalid Yasin, PFM Asset Management LLC
Vicki Dryden, Recorder

Public Comment: None

Current Agenda Items:

1. Approval of Minutes September 24, 2013.
Motion by Eddie Webb, seconded by Braxton Rhone to approve the minutes of September 24, 2013. Approved unanimously.
2. Charlotte Campus Collegiate High School Audited Financial Report for Fiscal Year Ended June 30, 2013.
Amy Cooper of Clifton, Larson, Allen LLP discussed the Charlotte Campus Collegiate High School Audited Financial Report. She reported that there were no audit adjustments, no audit findings and no findings on government standards and rules on compliance issues. Eddie Webb will present this item at the October 22, 2013 Board of Trustees meeting.

3. Lee Campus Collegiate High School Audited Financial Report for Fiscal Year ended June 30, 2013.
Amy Cooper of Clifton, Larson, Allen LLP discussed the Lee Campus Collegiate High School Audited Financial Report. She reported that there were no audit adjustments, no audit findings and no findings on government standards and rules on compliance issues. Eddie Webb will present this item at the October 22, 2013 Board of Trustees meeting.
4. Financial Services Consent Agenda – Budget Amendments.
Toby Discenza discussed budget changes that have occurred since the beginning of the year in the fund balance that require Board approval. Eddie Webb will present this report at the October 22, 2013 Board of Trustees meeting.
5. Collegiate High Schools Consent Agenda – Budget Amendments.
Toby Discenza discussed budget changes as a result of increases to the grant budgets that have occurred since the beginning of the year in the fund balance that require Board approval. Eddie Webb will present this report at the October 22, 2013 Board of Trustees meeting.
6. Personnel Consent Agenda Actions.
Ron Dente presented the personnel changes for this period that were being provided in accordance with Florida statute. Braxton Rhone will present this item at the October 22, 2013 Board of Trustees meeting.
7. Review ESC Monthly Financial Report.
Toby Discenza explained this report, which shows a two-year comparison between the actual sources and uses of operating funds. He also explained the five-year comparison for review and discussion that was requested by Braxton Rhone at the September 24, 2013 committee meeting. Eddie Webb will present this report at the October 22, 2013 Board of Trustees meeting.
8. Review ESC Collegiate High School Monthly Financial Report.
Toby Discenza explained this report, which shows a two-year comparison between the actual sources and uses of operating funds. Discussion was held regarding both the Lee and Charlotte High Schools' budgets. Eddie Webb will present this item at the October 22, 2013 Board of Trustees meeting.
9. General Renovations for Presidio Technology Center, Lee Campus.
Steve Nice presented this item which was discussed at the September 24, 2013 committee meeting indicating that it is ready to go to the Board for approval. Braxton Rhone will present this item at the October 22, 2013 Board of Trustees meeting.

10. General Renovations for Bldg. "S", Lee Campus.
Steve Nice presented this item which was discussed at the September 24, 2013 committee meeting indicating that it is ready to go to the Board for approval. Braxton Rhone will present this item at the October 22, 2013 Board of Trustees meeting.

11. General Renovation for Bldg. "Q", Lee Campus.
Steve Nice presented this item which was discussed at the September 24, 2013 committee meeting indicating that it is ready to go to the Board for approval. Braxton Rhone will present this item at the October 22, 2013 Board of Trustees meeting.

12. Award the Status of "Pre-Qualified" General Contractors.
Lisa Tudor explained the process and discussion was held. Braxton Rhone will present this item at the November 26, 2013 Board of Trustees meeting.

13. Investment Review w/PFM Asset Management LLC.
Mr. Scott Stitcher and Mr. Khalid Yasin, Senior Managing Consultants of PFM Asset Management LLC reviewed our current investment policy, its enhancements, how it has been performing and the proposed changes to the policy. Discussion was held.

14. Other Business - Unified Print Services.
Gina Doeble explained that the Unified Print Services contract with Dex Imaging, Inc. was discussed at the September 24, 2013 committee meeting indicating that it is ready for Board approval. Braxton Rhone will present this item at the October 22, 2013 Board of Trustees meeting.

The meeting was adjourned at 2:50 p.m.



Member
District Board of Trustees

11/26/2013

Date