

APPROVED



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Minutes

Edison State College District Board of Trustees
Business Affairs & Facilities Committee
Charlotte Campus, Room O-118
April 22, 2014
1:15 – 2:45 p.m.

The Business Affairs & Facilities Committee met in Charlotte County, Florida, on April 22, 2014 at 1:15 p.m. in O-118.

Present: Sankey "Eddie" Webb, III
Braxton C. Rhone
Byron Donalds
Gina Doeble
Dr. Jeff Allbritten

Others Present: Toby Discenza
Ron Dente
Rick Parfitt
Vicki Dryden, Recorder

Public Comment: None

Current Agenda Items:

1. Approval of Minutes February 25, 2014.
Motion by Byron Donalds, seconded by Eddie Webb, to approve the minutes of February 25, 2014. Approved unanimously.
2. Accept the Fire, Safety, Sanitation & Casualty Inspection Report.
Rick Parfitt presented the Fire, Safety, Sanitation and Casualty Inspection Report as required annually by SREF and Administrative Rule 69A-58.004. Questions were addressed and discussion held. Byron Donalds will present this item at the April 22, 2014 Board of Trustees meeting.
3. 2013-14 Annual Equity Report.
Ron Dente presented the 2013-14 Annual Equity Report and referred to the report summary stating that strategies have been implemented to target specific areas for improvement. Questions were addressed and discussion was held. Braxton Rhone will present this report at the April 22, 2014 Board of Trustees meeting.

4. 2014-15 Faculty Contract Recommendations.
5. 2014-15 Administrative Contract Recommendations.
6. Executive Contract Recommendations.
7. Personnel Consent Agenda Actions.

Gina Doeble presented the 2014-15 Faculty, Administrative and Executive Contract Recommendations, and the Personnel Consent Agenda Actions. Braxton Rhone will present these items at the April 22, 2014 Board of Trustees meeting.

8. Financial Services Consent Item – Budget Amendment.

Toby Discenza explained the budget changes that have occurred since the beginning of the year in the fund balance that requires Board approval. Eddie Webb will present this item at the April 22, 2014 Board of Trustees meeting.

9. Collegiate High Schools' Consent Agenda – Budget Amendment.

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 item at the April 22, 2014 Board of Trustees meeting.

10. Audited Financial Report for FY ended June 30, 2013 – Consent Item.

Gina Doeble reported that adjustments in format and template issues only were made to the audited financial report for fiscal year ended 2013. Questions were addressed and discussion was held. Gina Doeble provided the timelines for the performance of the various audits. Eddie Webb will present this item at the April 22, 2014 Board of Trustees meeting.

11. 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. Eddie Webb will present this report at the April 22, 2014 Board of Trustees meeting.

12. Review Collegiate High Schools Monthly Financial Report.

Toby Discenza indicated that the high schools' financial reporting remains steady – consistent with last year. The financial report compares the actual sources and uses of funds for the current fiscal period to the budgeted sources and uses of the funds for the current fiscal period. Questions were addressed and discussion was held. Eddie Webb will present this report at the April 22, 2014 Board of Trustees meeting.

13. Open Discussion added to agenda.

- Discussion was held regarding timing for the budget preparation, anticipated changes within the budget and the logistics of providing it to the Board members due to the possible cancellation of the May 27th Board of Trustees meeting.

- Dr. Allbritten provided insight into the use of the student activity fees for the upcoming budget as it relates to athletics.
- Braxton Rhone requested the status of the College investment policy that was presented at a previous committee meeting. Gina Doeble indicated that proposed changes have been made by the investment firm manager and that the revisions are being reviewed.

The meeting was adjourned at 2:10 p.m.



Member
District Board of Trustees

8/26/14

Date