



**Board of Directors
Budget Committee Meeting**

***Thursday, January 13, 2011
5:30 p.m.
Edgewood Campus Conference Room***

COMMITTEE MEMBERS PRESENT:

Martha Johnson, Committee Chair (via Live Meeting) Rick Jordan, Chair, Board of Directors
Brent Cooper

OTHERS PRESENT:

Mike Baker, Vice President, Administration & Business Affairs
Dr. G. Edward Hughes, President/CEO
Norma Northern, Budget Director
Sharon Poore, Executive Assistant to the President/CEO

The meeting was called to order by Chairperson Martha Johnson at 5:31 p.m. in the Conference Room at the Edgewood Campus. Ms. Johnson thanked everyone for participating and asked Mr. Baker to review the quarterly report which was previously distributed. Mr. Baker provided the following highlights:

1. Revenues received and projected (for spring 2011) are in line with the budget.
2. Expenses in the unrestricted budget are personnel driven and are within accepted limits. Some personnel lines have not been expended as expected due to vacancies.
3. Unrestricted budget expenditures are within the grant parameters.
4. The college's reserve fund has been reduced as planned.
5. Expenditures for Workforce Solutions have been reclassified in the Public Service category to better align with benchmark institution data.

Discussion among members regarding benchmark data comparisons focused on several areas where comparisons were requested: (1) revenues from KCTCS institutions, (2) budget data from similar sized, urban/suburban colleges especially in cities Vision 2015/Agenda 360 uses as benchmarks. Dr. Hughes indicated the college will focus on developing such comparisons.

Mr. Baker and Dr. Hughes presented the draft Six-Year Capital Plan and indicated that a Board approved list is needed to be presented to KCTCS by late February. After discussion which reprioritized the projects into the attached list, Brent Cooper moved, Rich Jordan seconded a motion to recommend the priority list to be Board of Directors at its January 28 meeting. The draft project descriptions will be placed on the Board section of the college's website prior to the meeting. Dr. Hughes noted that the list is used to create the KCTCS Six-Year Capital Project list and individual project items will be revised based on expert review. The motion passed unanimously. Dr. Hughes was directed to prepare a resolution for Board action.

There being no further items, Committee Chairperson Johnson adjourned the meeting at 6:18 p.m.

Respectfully submitted by Dr. Ed Hughes, acting recording secretary.

Dr. Ed Hughes

Date

Martha Johnson, Chairman

Date