

**FINAL
MINUTES**

**DISTRICT BOARD OF TRUSTEES
BUDGET AND FINANCE COMMITTEE
GULF COAST STATE COLLEGE**

June 13, 2016

1:30 p.m.
Private Dining Room

Members Present: Don R. Crisp (presiding), Katie L. Patronis, Ralph C. Roberson, and Joe T. Tannehill, Jr.

Others Present: Dr. John Holdnak, Dr. Cheryl Flax-Hyman, Leslie Hapner, John Mercer, and Eileen Wilkes (recording)

1. Call to Order Mr. Crisp called the meeting to order at 1:40 p.m.

2. Budget Update Mr. Crisp called on Dr. Holdnak to present the proposed 2016-17 Gulf Coast State College Unrestricted Current Fund Budget to the Committee. Dr. Holdnak presented a summary of the 2016-17 Budget Assumptions, 2016-17 Proposed Budgets, and the 2016-17 Performance Based Funding Proposed Budget break down.

Highlights of the proposed budget 2016-17 budget include:

- no tuition or fee increase
- enrollment based on 2015-16 estimates
- actual state appropriations from the 2016-17 General Appropriations Act
- proposed \$1,000 increase to all non-faculty starting salaries
- proposed 2.5% pay increase for all employees (minimum \$1,000)
- elimination of nine permanent positions, and deferment of three faculty lines (to be reassessed for the 2017-18 fiscal year; and the inclusion of one additional clerical position and four faculty lines
- current expenses adjusted to cover increases in utilities and health insurance will be offset by small reductions in other operating expenses
- capital expenses reduced for expenditures to be covered by student capital improvement and technology fees
- contingencies for personnel \$100,000, current expense \$100,000, and capital outlay \$100,000
- continued budget support for new initiatives in the ERP System

The College budgeted \$1,050,000 to fund ongoing, multi-year ERP related initiatives. Over the last four years, \$959,484 has been expended, and the remaining balance of \$90,516 is being carried forward in the

2016-17 proposed budget. Consequently, this will result in an estimated budgeted shortfall of approximately \$100,000 for the year.

Discussion followed regarding a number of topics related to the budget including initiatives to reduce the costs of textbooks, utility costs/reductions, and the viability of WKGC Radio Station.

Mr. Tannehill made a motion to approve the proposed 2016-17 budget and recommend it for approval to the full board at the next regular meeting on June 23, 2016. Mr. Roberson seconded and the vote was recorded as follows: Patronis, aye; Roberson, aye; Tannehill, aye; and Crisp, aye.

3. Adjournment The meeting was adjourned at 2:55 p.m.

Secretary

Chair, District Board of Trustees