

Minutes of the regularly scheduled meeting of the board of trustees of Edison State Community College, State of Ohio, held at 1973 Edison Drive, Piqua, OH 45356, May 24, 2023.

CALL TO ORDER: Chair James C. Oda, called the May meeting of the Board of Trustees to order at 2:02 PM.

ROLL CALL: Present: Tamara Baird Ganley, Tyeis L. Baker-Baumann, Philip E. Dubbs, Douglas L. Fortkamp, Elizabeth S. Gutmann, Gary V. Heitmeyer, and James C. Oda
Absent: Darryl D. Mehaffie, Thomas P. Milligan

PLEDGE OF ALLEGIANCE: Trustee Heitmeyer led the group in the pledge of allegiance.

INTRODUCTIONS: Jill Bobb, Chad A. Beanblossom, Dr. Amanda Bylczynski, Rachel Carlisle, Dr. Jessica Chambers, Macy Guillozet, Harold Hitchcock, James E. Lehmkuhl, Bruce W. McKenzie, Kara A. Myers, Dr. Andrew Runyan, Dr. Melissa A. Wertz, all ESCC administrators; Christopher D. Spradlin, President; Heather M. Lanham, Secretary to the Board of Trustees

Dr. Melissa Wertz, Provost, introduced Edison State employee Ms. Rachel Carlisle in her new role as Dean of Enrollment Management and Student Affairs.

TRUSTEE RESPONSIBILITIES: Trustee Gutmann read the College's mission statement. Chair Oda asked the trustees to review the commitments of the board.

Chair Oda asked if any of the items on the consent agenda presented a conflict of interest to any of the trustees. None were noted at this time.

PRESIDENT'S REPORT: President Spradlin updated the Trustees on enrollment numbers and campus initiatives, as well state legislation concerning higher education that is currently under review.

President Spradlin thanked all of the Trustees who had been able to attend 48th commencement ceremony on May 19th stating that the graduation numbers were they highest the college has seen in five years. The ages of graduates ranged from 16 years old to 60 years old with 60 high school students graduating.

President Spradlin stated that it was an honor to be able to recognize the Edison State employees who were recently celebrated for their years of service to the college.

President Spradlin extended his sympathies to Trustee Dubbs for the recent death of his brother.

TRUSTEE COMMITTEE REPORTS:

Finance/Audit Committee Report:

CFO Lehmkuhl reported on behalf of Committee Chair Milligan:

- FY 24 Budget Assumptions
 - Fiscal year 2024 budget process has been unique with the projected continued decline in operating cash and the fact that we have just received our SSI information.
 - There have been some significant updates to our proforma since the board packet was prepared last week. We will go over each of those

items as we work through the 6 assumptions:

- Item 1 – individual traditional student tuition will increase \$5 per credit hour. No change.
- Item 2 – Overall SSI will increase by 13.1 percent above the amount received in FY23. We did receive our SSI information late Thursday evening. We will be receiving an 8.21 percent increase which is equal to \$945,249.
- Item 3 – Health care costs will decrease by 4.2 percent. No Change.
- Item 4 – Payroll costs will increase by a 3.0 percent pay increase. We will be able to implement an across-the-board 3 percent pay increase.
- Tuition waiver will continue for Fall Semester 2023. We will be continuing with the tuition waivers but we will be capping them at \$600,000. The students wanting to receive the waiver will need to both apply for the waiver and send up their FASFA by June 30.
- We are reducing our discretionary spending by \$1,000,000. No change.

Treasurer Updates

- Statement of Net Position
 - Cash and cash equivalents have decreased since this time last year by \$1,264,659.
- Statement of Changes in Net Assets
 - Net income is down by \$377,510 when compared to last year like now.
 - Revenues and expenses are down when compared to last year.
 - Our projected forecast is a loss of \$665,732.
- Statement of Cash Flows
 - Our cash since the start of the fiscal year has decreased by \$629,616.
- Forecast Changes
 - We prepared two Forecast calculations this month. One is with our adjustment to Capital Appropriation revenue, and one is without the adjustment. The one without the adjustment was prepared to show that our hiring freeze and purchasing reduction measures did have a positive impact on the forecast. Unfortunately, the reduction in forecasted capital appropriations revenue was more significant than this cost reduction measures.
 - Significant changes – Capital Appropriation Adjustment
 - We did go from a projected net loss of \$252,096 as of March to a projected net loss of \$665,732 as of April.
 - This change is mostly attributable to the following adjustments to our forecast:
 - Student tuition and fees – Our projection for this item did increase by \$203,164 since the March statements were prepared.
 - Other operating revenues – Our projection for this item did increase by \$312,787 since the March statements were prepared.
 - Capital appropriations – Our projection for this item decreased by \$645,134 since our March statements were prepared. Our projects continue to be delayed. This number may get worse by the end of the year.
 - Expense items – The forecast for most of our expense items did increase since our March statements were prepared. The largest being the institutional support expense line which is up by \$120,641.

- Significant changes – without Capital Appropriation
 - If we did not have the significant change in our Capital Appropriation revenue, our projected forecast would have went from a projected loss of \$252,096 in March to a projected loss of \$20,598 in April. This is an important item to keep in mind as it indicates our cost reduction measures are working. Unfortunately, the adjustment to Capital Appropriations Revenue was more significant than our cost reduction measures.
- SB 6 Ratio – with GASB 68 & 75
 - Based on current projections: .2
- SB 6 Ratio – without GASB 68 & 75
 - Based on current projections: 3.4
- Center For Workforce Development and Education Financial Report.
 - Net income for the year of \$10,828.
- YTD Comparison
 - Increase in tuition and fees of \$243,343 when comparing April of 2023 to April of 2022. This is due to the increase in spring enrollment that we had as well as the \$5 per credit hour increase in tuition cost that we implemented in Fall semester.
 - Increase in Federal Grants and Contracts – Operating Revenues of \$345,103 when comparing April of 2023 to April of 2022. This is due to additional Pell scholarships that have been awarded this year.
 - Increase in other operating revenues of \$495,961 when comparing April of 2023 to April of 2022. This is due to the insurance reimbursement.
 - Decrease in Federal Grants and Contracts – Nonoperating Revenues of \$4,279,044. The decrease is due to the HEERF funding no longer being in our statements.
 - Increase in state appropriations of \$768,058 when comparing April of 2023 to April of 2022. This is due to our increase in SSI allocation that we received.
 - Increase in instructional expense of \$315,918 when comparing April of 2023 to April of 2022 due to wages and benefits being higher than last year.
 - Increase in student services expense of \$201,616 when comparing April of 2023 to April of 2022 due to wages and benefits being higher than last year.
 - Decrease in institutional support expense of \$1,000,218 when comparing April of 2023 to April of 2022. Decrease is due to the HEERF funding no longer being in our statements.
 - Decrease in student aid of \$2,482,461 when comparing April of 2023 to April of 2022. This is due to the HEERF funding no longer being in our statements.

With no further discussion, Chair Oda declared that the budget reports be filed for audit.

Executive Committee Report

- Chair Oda reported that the Executive Committee had received the update on the budget from CFO Lehmkuhl during the May 16th Executive Committee meeting.
- Chair Oda also relayed that it is the recommendation of the Executive Committee to delay the annual evaluation of President Spradlin until the spring of 2024 due to the short time Mr. Spradlin has served as President.

- Delaying the President's annual evaluation will be brought before the Board at the June 28th meeting for an official vote.
- The Executive Committee did also agree that they are pleased with President's Spradlin's performance to date.

APPROVAL OF
CONSENT
AGENDA:

Chair Oda presented the following consent agenda item for approval:

- A. Approval of April 26, 2023 Board Meeting Minutes
- B. BOARD ACTION FY 2023 052423 – Approval of Locally Administered Capital Projects

With no additional corrections, additions, or deletions to the consent agenda, Trustee Gutmann moved, seconded by Trustee Baird Ganley, for approval of the consent agenda.

On roll call vote with Trustees Gutmann, Baird Ganley, Baker-Baumann, Dubbs, Fortkamp, Heitmeyer, and Oda voting aye, the Chair declared the motion carried.

OPERATIONS &
FACILITIES
REPORT:

Mr. Chad Beanblossom, Vice President of College Operations, gave the Trustees an update on the renovations to the library, stating that the College has partnered with the design firm Revival out of Coldwater as well as the furniture supplier 4U out of Celina. Mr. Beanblossom also showed photos and a short video of the new design concept.

Mr. Harold Hitchcock, Director of Physical Plant and Facilities, gave the Trustees an update on capital projects and facilities projects for the remainder of FY23 and into FY24, stating that the Market C renovations in the cafeteria will begin soon.

TRUSTEE OPEN
FORUM:

50th Anniversary Updates

- Trustee Oda reminded the Board that the 50th Anniversary festivities will begin with a Food Truck Rally and music event on June 8th from 3:00pm – 8:00pm, which will also include campus tours.

OACC

- Trustee Dubbs reported that the OACC Annual Trustees Conference will be held at Columbus State on June 8th. Trustee Dubbs will be attending along with Trustee Milligan, President Spradlin, Heather Lanham, Dr. Melissa Wertz, James Lehmkuhl, and Rachel Carlisle.

Trustee Comments

- Chair Oda commented that the Mosaic Conference which was held today went very well and commended Mr. Rick Hanes.
- Trustee Gutmann extended her sympathies to Trustee Dubbs for the death of his brother.

EXECUTIVE
SESSION:

Chair Oda asked for a motion for the board to go into executive session for the purpose of discussing personnel matters.

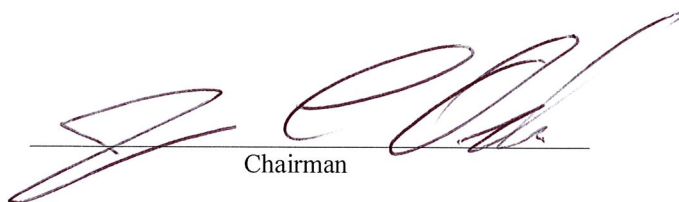
Trustee Baird Ganley moved, seconded by Trustee Fortkamp, to go into executive session in compliance with the Ohio Revised Code. On roll call vote with all Trustees voting aye, the chair declared the motion carried.

Chair Oda adjourned to an executive session at 3:27 PM for the purpose stated.

PUBLIC SESSION: Chair Oda resumed the public session at 3:42 PM.

ADJOURNMENT: With no further business to come before the board, Chair Oda declared the meeting adjourned at 3:42PM.

“The undersigned hereby certify that this meeting was conducted in compliance with Ohio Revised Code Section 121.22.”



Chairman



Board Secretary

