

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, January 24, 2024.

CALL TO ORDER: Chair James C. Oda, called the January meeting of the Board of Trustees to order at 2:01 PM.

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

Absent: Gary V. Heitmeyer, Darryl D. Mehaffie

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

INTRODUCTIONS: Chad A. Beanblossom, Jill Bobb, Rachel Carlisle, Macy Guillozet, Dr. Richard Hanes, Dr. Paul Heitz, Harold Hitchcock, James E. Lehmkuhl, Kara A. Myers, Rajesh Menon, Bruce McKenzie, Dr. Andrew Runyan, Dr. Melissa A. Wertz, Kimberly Zornes, all ESCC administrators; Zeke Wiechart, ESCC faculty; Christopher D. Spradlin, President; Heather M. Lanham, Secretary to the Board of Trustees; Guest Kyle Overly with Clark Schaefer Hackett.

Provost Wertz introduced employee Ms. Kim Zornes, recently hired Director of Accreditation and Academic Effectiveness and Mr. Zeke Wiechart, recently hired Director for Respiratory Care.

TRUSTEE RESPONSIBILITIES: Trustee Milligan 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.

PRESENTATION: Clark Schaefer Hackett Senior Manager Kyle Overly presented the 2023 audit report to the Edison State Board of Trustees:

- Clark Schaefer Hackett completed their third year of a five year contract with Edison State Community College.
- As part of their required communications with the College, Clark Schaefer Hackett provided an opinion on FY College financial statements and the College's federal programs.
- The College was issued an "unmodified" opinion on the financial statements.
- Reported for the Government Auditing Standards:
  - There were no material weaknesses identified in internal control noted.
  - There were no significant deficiencies in internal control noted.
  - There were no material instances of noncompliance noted.
- Reported for the Single Audit:
  - There were no material weaknesses identified in internal control over compliance of federal programs noted.
  - There were no significant deficiencies in internal control of federal programs noted.
  - There were no material instances of noncompliance for federal programs noted.
  - Issued an "unmodified" opinion on major program.

- At this point in the presentation Mr. Kyle Overly had a medical emergency and left the board room. He was tended to Edison State Associate Dean of Nursing, Jill Bobb, as well as several other Edison State employees and security team. Mr. Overly did not return to the meeting but reported back later that he was doing fine.
- Due to Mr. Overly's health concern, CFO James Lehmkuhl continued the report.

PRESIDENT'S  
REPORT:

President Spradlin updated the Trustees on enrollment numbers and campus initiatives, new hires, as well upcoming campus events.

President Spradlin also informed the Trustees that the state capital budget process continues to take shape. He and members of his Cabinet had a great meeting with our local representatives on campus on January 5 to present our requests for funding from the One-Time Strategic Community Investment Fund. There are indications that the House may pass the capital budget in February while the Senate intends to start their work in April.

President Spradlin also relayed that the College's work on the HLC Comprehensive Re-accreditation documents is nearing completion. The 78-page narrative is done, and Kim Zornes, Dean of Accreditation and Academic Effectiveness, is in the process of finalizing the documents in the evidence file. There is also a team working on the Bachelor's of Nursing HLC site visit. President Spradlin reminded the Trustees of the following tentative HLC sessions with the Board of Trustees:

- Bachelor's of Nursing Visit – February 12 at 10:45am via Zoom or in-person in the Board room:
- Comprehensive Visit – February 27 (tentative) – time is TBD

TRUSTEE  
COMMITTEE  
REPORTS:

Finance/Audit Committee Report:

Committee Chair Milligan Reported:

- He is pleased to report that the College is back on track with the financial projection, as he knew we would be based on the hard work of CFO Lehmkuhl and the leadership team.
- The College is moving back to normal enrollment and tuition practices.

Treasurer Updates

CFO Lehmkuhl reported:

- Statement of Net Position
  - Cash and cash equivalents and restricted cash are down \$700,075 when comparing December 2023 to December 2022. This is to be expected since we know that FY 2023 ended with an overall loss of cash. This trend will most likely continue throughout the year since we started the year off with \$1,379,930 less in cash than the prior year.
  - Accounts and pledges receivable are up \$600,224 when comparing December 2023 to December 2022. This is due to a \$366,000 increase in our CCP receivable account as well as a \$213,589 decrease in our allowance for doubtful accounts account.
- Statement of Changes in Net Assets
  - Net income is up by \$1,479,685 when compared to last year like now.
  - Revenues are up by \$915,657 and expenses are down by \$564,028 when compared to last year.
  - Our projected forecast is \$379,700.

- Statement of Cash Flows
  - Our cash since the start of the fiscal year has decreased by \$517,923. This is typical for this time of the year. We are between semesters. Student payments for spring semester will resume in January and we receive our CCP payment from the State at the end of January so this should replenish itself. As you can see, it is \$692,989 improvement from December of 2022 when we had a \$1,210,912 decrease in cash.
- Forecast Changes
  - We did go from a projected net income of \$346,799 to a projected net income of \$379,700 as of December.
  - This change is attributable to the following adjustment to our forecast:
    - Investment income – we increased our forecast for investment income by \$32,901. Our investments are continuing to outperform our initial projections.
- SB 6 Ratio – with GASB 68 & 75
  - Based on current projections: .6
- SB 6 Ratio – without GASB 68 & 75
  - Based on current projections: 3.3.
- Center For Workforce Development and Education Financial Report.
  - We are showing a small loss for our Center for Workforce and Development of (\$28,655).
- YTD Comparison
  - Increase in Student tuition and fees of \$432,185 when comparing December of 2023 to December of 2022. This increase is attributable to increases in our enrollment and the \$5 tuition increase.
  - Increase in our Federal Grants and Contracts of \$295,534 when comparing December of 2023 to December of 2022. This increase is attributable to additional Pell awards.
  - Increase in state appropriations of \$501,273 when comparing December of 2023 to December of 2022. This is due to our increase in SSI allocation.
  - Decrease in institutional support expense of \$895,253 when comparing December of 2023 to December of 2022. The decrease is due to budget reductions.

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

#### Nominations Committee

Trustee Gutmann reported on behalf of Committee Chair Heitmeyer:

- The Nominations/Awards Committee nominates Vice Chair Tyeis Baker-Baumann as Chair of the Edison State Community College Board of Trustees.
- Trustee Baker-Baumann has agreed to the nomination.
- The Nominations/Awards Committee nominates Trustee Doug Fortkamp as Vice Chair of the Edison State Community College Board of Trustees.
- Trustee Fortkamp has agreed to the nomination.
- The vote will now take place.



APPOINTMENT OF  
BOARD VICE  
CHAIR FOR 2023:

Chair Oda called for a motion for the position of Vice Chair.

Trustee Baird Ganley moved, seconded by Trustee Gutmann to elect Trustee Doug Fortkamp as Vice Chairman of the Board of Trustees of Edison State Community College for a one-year term; January 2024 through January 2025.

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

APPOINTMENT OF  
BOARD CHAIR  
FOR 2024:

Chair Oda called for a motion for the election of Chair.

Trustee Dubbs moved, seconded by Trustee Gutmann to elect Trustee Tyeis Baker-Baumann as Chair of the Board of Trustees of Edison State Community College for a one-year term; January 2024 through January 2025.

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

APPROVAL OF  
CONSENT  
AGENDA:

Chair Oda presented the following consent agenda item for approval:

- A. Approval of November 15, 2023 Board Meeting Minutes
- B. BOARD ACTION FY 2024 012424 – Approval of Revised Drug Free Campus and Workplace Policy 3358-1-06

Chair Oda requested that item B, BOARD ACTION FY 2024 012424 – Approval of Revised Drug Free Campus and Workplace Policy 3358-1-06, be removed from the consent agenda for further discussion.

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

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

BOARD ACTION  
FY 2024 012424 –  
APPROVAL OF  
REVISED DRUG  
FREE CAMPUS &  
WORKPLACE  
POLICY 3358-1-06

Ms. Kara Myers, Director of Human Resources, gave a few clarifying words on where the College stands regarding the new state laws. The only changes made to the original policy was language that previously stated medical marijuana. It was changed to simply state marijuana. It was also stated in the revised policy that the use of marijuana is not allowed at any Edison State Facility. Trustee Fortkamp stated that he feels it is important for the Board to approved the revised policy as written, and to update as needed in the future.

Trustee Gutmann moved, seconded by Trustee Fortkamp, to approve Item B, BOARD ACTION FY 2024 012424 – Approval of Revised Drug Free Campus and Workplace Policy 3358-1-06.

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

EDISON  
FOUNDATION &  
OFFICE OF  
ADVANCEMENT  
REPORT:

Dr. Rick Hanes, VP of Advancement, Strategic Planning, & Partnerships and Executive Director of The Edison Foundation, reported:

- The Edison Foundation is launching the Fifty Next Capital Campaign.
- Dr. Hanes gave an overview of what the campaign looks like and the continuing work being done, stating the goals and opportunities involved.
- Dr. Hanes gave a list of all of the projects being considered in this campaign.
- Dr. Hanes showed a video depicting the new concept for the nursing wing.

TRUSTEE OPEN  
FORUM:

50<sup>th</sup> Anniversary Updates

- Trustee Oda reported the following activities associated with the 50<sup>th</sup> anniversary celebration:
  - February 11th – Thomas Alva Edison Birthday
  - The WIRED Alumni & Friends Magazine Team has been working on the upcoming special 50th edition of WIRED magazine, which will celebrate Edison State's 50th Anniversary. The team is asking for any interested Trustee to submit a brief statement to include as a "Message from the Trustees.": Submissions are due by February 16th.
  - March 26th 5:30 pm Gymnasium– Alumni Experience #3 Artist Nancy Shuler
  - March 30th 1:00 pm Softball/Baseball Fields - Charger Country Softball/Baseball Alumni Recognition
  - April 17th 6:00 pm Robinson Theater – 50th Anniversary Talent Show
  - April TBD -50 Tree Planting/Time Capsule Project
  - May 2nd 5:30 pm Robinson Theater -Alumni Experience #4 Lauren Kilburn/Criminal Justice/Self-Defense
  - May 10th Commencement
  - May 11th 6:30 pm Robinson Theater – 50th Anniversary Gala – with talent show winners as entertainment
  - May 11th 50Next Capital Campaign Begins

ACCT

- Trustee Milligan reported that he, along with President Spradlin, Heather Lanham, and his wife Mardi Milligan will be travelling to the ACCT NLS conference held in Washington D.C. February 4<sup>th</sup> – 7<sup>th</sup>.
- Trustee Milligan will be participating in a coordinator's meeting during the conference.
- The Edison State attendees will be visiting with our local legislators while in D.C.

OACC

- Trustee Dubbs was unable to attend the December 7<sup>th</sup> OACC Governing Board meeting, so President Spradlin and Trustee Milligan attended on his behalf.
- Trustee Milligan reported that there was a handing over from Chancellor Carey to Chancellor Duffey.
- Trustee Milligan and President Spradlin attended a business meeting and received a preview of the Ohio Technician's Promise.

Trustee Comments

- Trustee Gutmann informed the Board that she was invited to speak during the Women's History Month program in March, and that she is very happy to do so.

Celebrations

- President Spradlin thanked Chair Oda for his devotion to student success, his commitment to the college, and for his leadership to the Board. He presented a plaque to Mr. Oda, commemorating his time as the Edison State Board Chair.

- Chair Oda thanked the Edison State employees for everything that they do.

EXECUTIVE  
SESSION:

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

Trustee Dubbs moved, seconded by Trustee Gutmann, 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 3:2P PM for the purpose stated.

PUBLIC SESSION:

Chair Oda resumed the public session at 4:01 PM.

ADJOURNMENT:

With no further business to come before the board, Trustee Oda declared the meeting adjourned at 4:01 PM. Trustee Oda handed the gavel over to Chair Baker-Baumann and they adjourned together.

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



Chairman



Board Secretary