Minutes
Budget Committee
October 23, 2009
2:00 PM via IP Video

Attendees
Janet Fike, Chris Kefauver, Mike Koon, Steve Lippiello, Chuck Morris, Sue Pelley, Vicki Riley, Denny Roth, April Schrump, Pat Stroud and Tony Vavra
Excused: Linda Shelek

Distribution of FY 2009 Audited Financial Statements
CFO announced the following:
Unqualified opinion – positive position – FY09 ended with a approximately $1 million surplus
Auditors Recommendations:
   Adopt an Institution Record Retention Rule/Procedure
Assets more than doubled from 2002-2009 - $16K to $33K
Note: The College has to recognize a $1.4 million loss on sale of HA – sale at value would have resulted in $2.5 million surplus for FY09

Discuss Student Datebook
Introduced idea of Student Datebook (on behalf of Shannon Payton)
Datebook could be used by all areas to have important/informative dates printed in the bound book.
Requesting ideas of how to market the book to students
The cost to the College is approximately $4.11 per book.

FY 2011 Capital Request Forms Review
   o Duplicates – removed priority #7 MPR Floor Repair
   o Deleted/Denied Items –
      Priority One: Student Activities – Basketball Shot Clock $2,500 (look into donations), LRC – Proxy Server $7,000; HR - HR Information System $258,775
      Priority Two: Academic Affairs – HP Printer $500
      Priority Seven: Health Sciences – Student Response System $6,000
   o Re-prioritization –
      Moved LRC Priority two and three up to levels one and two
      Combined CART priorities one through three to all one
      Moved Student Activities MPR Floor Repair to priority one
   o Additional Changes –
      Priority One – change amount for Weirton Carpet – less $6,000 (classrooms)
      Priority Two – Change amount for scanner from $10K to $3,500
   o Items to Re-visit – Business Office Fixed Asset System $100,000, Academic Affairs Course Evaluation $15,000
   o Perkins – transferred $353,095 of eligible requests to Perkins

Notes: Perkins will fund $140K of eligible requests, operating funds will cover approximately $350K of requests ($162K of $350 are designated to lab upgrades and technology plan) - $188 for additional projects.

Next Meeting Date
Next meeting is scheduled for November 20th at 11 am via IP Video.