

COLUMBUS STATE

COMMUNITY COLLEGE

MINUTES **BOARD OF TRUSTEES COMMITTEE OF THE WHOLE**

Franklin Hall | Pete Grimes Boardroom
January 19, 2024 | 8:00 AM

BOARD OF TRUSTEES MEMBERS

James Fowler, Chair
John Ammendola, Vice-Chair
Corrine M. Burger, Immediate-Past Chair
Traci L. Martinez, Esq.
Sandy Doyle-Ahern
Terri Meldrum, Esq.
Jerome Revish
Rick Ritzler
Lorina W. Wise, Esq.

CALL TO ORDER

The Columbus State Community College Committee of the Whole meeting was held on Friday, January 19, 2024, at Franklin Hall in the Pete Grimes Boardroom. The meeting was called to order by Chair Fowler at 8:00 a.m.

ROLL CALL

Present:

- James Fowler
- John Ammendola
- Corrine Burger
- Sandy Doyle-Ahern
- Traci L. Martinez, Esq.
- Terri Meldrum, Esq.
- Rick Ritzler
- Lorina W. Wise, Esq.

CERTIFICATION OF COMPLIANCE

President Harrison advised that the record should show that notice of this meeting has been given in accordance with provisions of §121.22(F) of the Ohio Revised Code.

OPENING REMARKS FROM PRESIDENT HARRISON

President Harrison welcomed two new Board of Trustees members, Traci L. Martinez and Lorina W. Wise. President Harrison thanked Mr. Richard Hatcher, Vice President for Administration, and his team for their hard work navigating the winter weather, which led to the cancellation of classes on Jan. 19.

APPROVAL OF MINUTES

Member Martinez moved, Member Meldrum seconded, that the minutes of the regular meeting of the Board of Trustees, Committee of the Whole, held on Thursday, November 9, 2023, be approved as presented.

A vote was taken, which resulted in:

AYES: Burger, Doyle-Ahern, Fowler, Martinez, Meldrum, Ritzler, and Wise

NAYS: None

ABSTENTIONS: Ammendola

REPORT OF INDEPENDENT AUDITORS ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2023

President Harrison introduced Aletha Shipley, Senior Vice President for Business Services and Chief Financial Officer, who leads the audit process. Ms. Shipley outlined the audit for the fiscal year ending June 30, 2023, and introduced Chuck Boehm, CPA, of Plattenburg and Associates, who provided an overview of the audit results.

Mr. Boehm stated Columbus State received an unmodified opinion, which is the highest rating possible. He complimented the College’s team on its fiscal stewardship and helpfulness during the audit process.

Jan Ellis, Controller and Deputy Treasurer, thanked the entire finance team and presented the College’s fiscal year 2023 audit results. She highlighted:

- The auditors’ unmodified opinion
- Workday Finance implementation
- Implementation of GASB Statement No. 96 – Subscription-Based Information Technology Arrangements (SBITAs)
- HEERF Funding completed by the end of FY23

The proposed Board Action requested that the Board of Trustees accept the Report of the Independent Auditors on the Financial Statements for the Year Ended June 30, 2023, for the College and the discretely presented component unit (the Foundation).

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

APPROVAL OF ALTERNATIVE TAX BUDGET INFORMATION

Ms. Aletha Shipley presented the proposed action item, which requests that the Board of Trustees approve the Alternative Tax Budget Information for calendar year 2025.

The Franklin County Budget Commission must certify tax rates to each subdivision or other taxing unit under Ohio Revised Code Section 5705.35. Also, the commission is required to issue an official certificate of estimated resources under Ohio Revised Code Section 5705.35 and amended official certificates of estimated resources under Ohio Revised Code Section 5705.36.

For Columbus State, the information requested relates to the Columbus State Community College, Ohio Facilities Construction and Improvement Bonds, Series 2020, including principal outstanding at the beginning of the next calendar year and the principal and interest payments due on the Series 2020 bonds during the next calendar year.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

REVISED FISCAL YEAR 2024 OPERATING BUDGET

President Harrison and Ms. Kelly Weir, Associate Vice President for Resource Planning and Analysis, presented the topic. The proposed Board Action asks the Board of Trustees to approve the revised FY24 budget and the revised FY24 Auxiliary Fund budget.

In May 2023, the Board of Trustees approved the FY24 Operating Budget. Policy 9-01 calls for the Board of Trustees to review the operating budget at least once each fiscal year by Jan. 31 to consider its amendment. The Board of Trustees reviews the operating budget in the context of enrollment, final state subsidy allocations as approved by the Ohio Department of Higher Education (ODHE), and other activities that may impact the budget.

President Harrison shared factors that affected revenue and expenses for the FY24 Operating Budget. He cited challenges with the FY24 Operating Budget, including timing with respect to the final state biennial budget; the fact that the State Share of Instruction increased by 1.4%, less than inflation; rising healthcare costs; and the fact that the College is absorbing expenses to respond to regional workforce initiatives without additional financial support. President Harrison presented steps the College is taking to advance toward a balanced budget for Fiscal Year 2026. These include a reallocation of resources and organizational restructuring to align with strategic priorities, targeted cuts and hiring restrictions, and utilizing the Student Success and Innovation Fund to build capacity in growth areas.

The revised FY24 operational budget is projected to have a \$6.8 million shortfall after making adjustments to revenues and expenses. The College is analyzing how the FY24 shortfall can be lessened and ultimately closed by FY26. Until then, the Recovery Reserve will be used to address

budgetary shortfalls.

Total revenues for auxiliary enterprises are projected to be \$1.1 million (or 12.5%) higher than originally budgeted. The auxiliary fund is expected to balance within the revenues the enterprises are projected to generate.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

START-UP FUNDING FOR COLUMBUS STATE COMMUNITY PARTNERS

President Harrison presented the proposed action item, which asks the Board to authorize the College to transfer \$500,000 from the Student Success and Innovation Fund to Columbus State Community Partners for start-up funding.

Columbus State Community Partners (CSCP) is a nonprofit 501(C)(3) corporation that the College established in 2019 under Ohio Revised Code Chapter 1702. CSCP was created to advance, encourage and promote real estate development of the areas surrounding or connected to the campuses of Columbus State Community College and its affiliates.

The College is proposing to transfer \$500,000 in start-up funding to CSCP to enable CSCP to evaluate and plan for real estate opportunities that would enhance the area around the college's downtown campus, provide partnership opportunities to support students and support collaborative efforts throughout Central Ohio. This funding would be provided as a loan, with the potential to be repaid if CSCP completes projects that generate financial inflows.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

CONSTRUCTION CONTRACT: CAMPUS-WIDE SWITCHGEAR REPLACEMENTS

President Harrison presented the proposed action item, which asks the Board to authorize the College to enter into a construction contract with Zenith Systems with a 10% construction contingency and a 10% material threshold above the total project budget pursuant to Board Policy 9-02, Capital Expenditures.

State law requires the Board of Trustees to authorize the award of construction contracts for any project that exceeds \$200,000. The city of Columbus is replacing the aging electrical transformers that provide electricity to the College. The new transformers require the College to replace our electrical switchgear, which manages and regulates the flow of power from the city to our campus.

Using a competitive bid process, the general contracting firm with the lowest responsible bid was Zenith Systems of Cleveland, with a bid of \$2,281,128. The total project budget, including the construction, construction contingency, design, architectural and engineering work, is estimated to be \$2,509,241, funded entirely from the Series 2020 bond proceeds. With approval of this contract, construction is anticipated to commence in February 2024 and be complete in December 2024.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

**DESIGN SERVICES CONTRACT: HYDRAULICS LAB AND IT CLOSET UPGRADE
(APPROVED 12/15/23 THROUGH OFF-CYCLE DELEGATED AUTHORITY)**

This item was presented to the Board for information only.

**FINANCIAL STATEMENTS AS OF AND FOR THE FIVE MONTHS ENDED NOVEMBER
30, 2023**

This item was presented to the Board for information only.

PERSONNEL INFORMATION ITEMS

This item was presented to the Board for information only.

CURRENT UPDATES

- **Columbus State Foundation:** Katy Trombitas, Vice President for Advancement, shared that the Foundation was on track to meet its fundraising goals for the fiscal year.
- **Columbus State Community Partners (CSCP):** President Harrison introduced Zach Woodruff, who joined the College as its new Chief Real Estate Development Officer on Dec. 1, 2023. The Columbus State Community Partners board has appointed Mr. Woodruff as its executive director. Mr. Woodruff shared CSCP is working on its framework for 2024 activities to support the College’s mission.
- **Other:** President Harrison shared an update on the Eibling Hall 204 Vacuum Lab Renovation. At the September Board meeting, the Board approved a Design Services contract for this project. At the time, the total project cost was expected to exceed \$200,000, and state law requires the Board of Trustees to authorize the award of construction contracts for any project that is above that threshold. Since then, the anticipated project cost has been revised below \$200,000, so the College has continued to advance the project without returning to the Board for subsequent contract approvals.

EXECUTIVE SESSION

Member Ammendola moved, Member Ritzler seconded, that the Board of Trustees adjourn to executive session at 9:09 a.m. in accordance with Section 121.22 of the Ohio Revised Code to consider the purchase of property for public purposes and the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with Section 505.10 of the Revised Code.

A vote was taken, which resulted in:

AYES: Ammendola, Burger, Doyle-Ahern, Fowler, Martinez, Meldrum,

Ritzler, and Wise

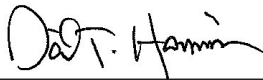
NAYS: None

ABSTENTIONS: None

The regular meeting of the Committee of the Whole reconvened from executive session at 9:31 a.m.

ADJOURNMENT

There being no further items to come before the Board, the meeting was adjourned at 9:32 a.m.



David T. Harrison, Ph.D. Secretary, Board of Trustees

Office of the President/bcj 01.19.24