

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING**

Special Meeting

**Tuesday, October 21, 2025
2:00 PM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 216A**

AGENDA

I. Call to Order

II. Conflict of Interest

III. Roll Call

IV. Committee of the Whole

- A. *Resolution for Approval – Acceptance of Financial Statements and the Independent Auditor's Report by Suttle & Stalnaker, PLLC of Pierpont Community & Technical College's Financial Statements as of and for the year ended June 30, 2025 **Tab 1**
(Dale Bradley, VP of Finance and Administration)
- B. *Resolution for Approval - Spending of cash reserves in the current fiscal year for web page renovations to ensure compliance with federal digital literacy accessibility guidelines. **Tab 2**
(Dale Bradley, VP of Finance and Administration)

V. Adjournment

Tab

1

**Pierpont Community and Technical College
Board of Governors
Meeting of October 21, 2025**

ITEM: Acceptance of the Financial Statements and the Independent Auditor's Report by Suttle & Stalnaker, PLLC of Pierpont Community and Technical College's Financial Statements as of and for the year ended June 30, 2025

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION: Be it resolved that the Board of Governors accept the Financial Statements and the Independent Auditor's Report for FY 2025.

STAFF MEMBER: Dale Bradley

BACKGROUND: Suttle & Stalnaker PLLC presented the audit report of the FY 2025 Audited Financial Statements to the Board of Governors.

The report indicated that statements prepared by staff presented fairly, in all material respects, the financial position of the business-type activities of Pierpont, as of June 30, 2025, and 2024, and the changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

The following are comments about the College's FY 2025 Financial Statements from Management:

- Pierpont issues its Audited FY 2024 Financial Statements September 29, 2025, which was prior to the completion date established by the WV HEPC.
- The financial statements include Management Discussion and Analysis, the Statement of Net Position, the Statement of Revenues, Expenses, and Changes in

Net Position (SRECNP), and the Statement of Cash Flows, and the footnotes.

- Pierpont’s overall Total Net Position improved by \$2,508,868 from \$26,039,888 on June 30, 2024, to \$28,548,756 on June 30, 2025.
- Pierpont’s unrestricted portion of the Total Net Position improved by \$2,187,091 from \$(3,549,021) as of June 30, 2024, to \$(1,361,930) as of June 30, 2025, as detailed in Note 11 on page 48 of the FY 2025 Audited Financial Statements.
- Pierpont’s Cash and Cash Equivalents increased by \$808,496 from \$12,825,166 on June 30, 2024, to \$13,633,662 on June 30, 2025.
- Pierpont’s Net Capital Assets decreased by \$(410,683) from \$29,702,180 on June 30, 2024, to \$29,291,497 on June 30, 2025, as detailed in Note 5 beginning on page 37 of the FY 2025 Audited Financial Statements.
- Pierpont’s Long-Term Liabilities decreased by \$1,779,277 from \$13,857,215 on June 30, 2024, to \$12,077,938 on June 30, 2025, as detailed in Note 6 on page 39 of the FY 2025 Audited Financial Statements.
- Pierpont’s Composite Financial Indicator (CFI) Score improved from 0.73 in FY 2024 to 1.81 in FY 2025. There was improvement in all four of the ratios (Primary Reserve Ratio, Net Operating Revenue Ratio, Return on Net Position Ratio, Viability Ratio) that make up the CFI. The Higher Learning Commission (HLC) considers CFI scores for Public Institutions above 1.1 as “Above the Zone”.

Tab

2

**Pierpont Community and Technical College
Board of Governors
Meeting of October 21, 2025**

ITEM: Approval of the spending of cash reserves in the current fiscal year for website renovations to ensure compliance with federal digital literacy accessibility guidelines.

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION: Be it resolved that the Board of Governors approves spending cash reserves in the current fiscal year up to \$54,000 for website renovations to ensure compliance with federal digital literacy accessibility guidelines.

STAFF MEMBER: Dale Bradley

BACKGROUND: Attached is Modern Campus's costs proposal for implementation of their Content Management System (CMS). A CMS is a software application that allows users to create, manage, and modify digital content on a website without needing specialized technical knowledge.

Included in this proposal is project planning, web development, and user training for Modern Campus CMS deployment and full implementation. Included is a shell site creation for Pierpont content migration, a faculty directory, and Modern Campus CMS Calendar. The proposal also includes hosting services with access for up to 15 users and ongoing support.

Investment

One-Time Costs	Total
Implementation: Included project planning, web development, and user training services for standard Modern Campus CMS deployment and full implementation & creation of Design Library templates, including: • Setup of your Modern Campus CMS environment • Implementation of Modern Campus Design Library Templates into Modern Campus CMS environment • Creation of editing experience • Setup and configuration of repeatable page layouts • Quality Assurance and delivery • Faculty Directory • Calendar • Unknown Website Visitor Personalization • News	\$35,000.00
Content Migration Small – Shell Site Creation for PCTC to migrate content	\$3,075.00
Faculty Directory - Implementation	Included
Modern Campus CMS Calendar - Implementation Included	Included
Training - • 4 Personalized Web-based Training Sessions: Administrator and End User Trainer training sessions using PCTCs templates and features requested during implementation • PCTC is provided with a recording of their sessions for future reference • Customized user guides are also provided • 2 Monthly Recurring Training Sessions	Included
Subtotal	\$38,075.00

Annual Costs	Total
Modern Campus CMS – SaaS Up to 15 users	\$7,500
Modern Campus CMS Support (SaaS)	\$7,500
Calendar	included
Faculty Directory	included
Subtotal	\$15,000.00

Total Investment Summary	
Year 1	\$53,075.00
Year 2	\$15,750.00
Year 3	\$16,537.50

* For details on Services, please see Product & Service Descriptions below.

* Increase on licensed annual products at 5% each year.