

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

Finance and Administration Committee Meeting

**Tuesday, May 14, 2024
10:30 AM**

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

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Finance and Administration Committee was held on May 14, 2024, beginning at 10:30 AM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

Committee Members Present: Brian Bozarth, Susan Woods Coffindaffer and Jeffrey Powell

Committee Members Absent: Anthony Hinton and Lisa Lang

Other Board Members Present: Christine Miller and Joanne Seasholtz

Others Present: Members of the President's Cabinet, faculty, staff, and others

I. Call to Order

Brian Bozarth called the meeting to order at 10:30 AM.

II. Approval of Minutes - March 19, 2024

Susan Woods Coffindaffer moved to approve the March 19 meeting minutes. Jeffrey Powell seconded the motion. All agreed. Motion carried.

III. Enrollment Report

Dale Bradley presented and reviewed the **Enrollment Comparison Summary by Student Type Report for Summer 2024** (Report provided in Agenda packet).

IV. Revenue Analysis

Dale Bradley presented and reviewed the **FY 2024 Pierpont Fee Revenue Analysis as of May 6, 2024 Report** (Report provided in Agenda packet).

V. BOG Information Item

A. April 30, 2024 Combined Finance Report

Dale Bradley presented and reviewed the **Budget/Finance FY 2024 Report as of April 30, 2024** (Report provided in Agenda packet).

B. Capital Projects Expenditure Report as of May 3, 2024

Dale Bradley presented and reviewed the **Capital Projects Expenditure Report as of May 3, 2024** (Report provided in Agenda packet).

The Vet Tech capital project has not been closed out due to ongoing plumbing issues with the project. There is an ongoing discussion with the engineers, architects, and contractors on how to address the issue.

VI. BOG Action Item

A. FY 2025 Unrestricted Budget Approval

Dale Bradley presented and reviewed the **FY 2025 Unrestricted Budget Approval Resolution** (Resolution provided in Agenda packet). The School of Business, Aviation and Technology will be carrying forward into FY 2025 previously approved Board of Governors cash reserves spending (\$188,000) within their Program and Technology Fee Funds for equipment upgrades.

Jeffrey Powell made a motion to move the FY 2025 Unrestricted Budget resolution to the full Board for their review and approval. Susan Woods Coffindaffer seconded the motion. All agreed. Motion carried.

B. FY 2025 Pay Raise Approval

Dale Bradley presented and reviewed the **FY 2025 Pay Raise Approval Resolution** (Resolution provided in Agenda packet).

Jeffrey Powell made a motion to move the FY 2025 Pay Raise resolution to the full Board for their review and approval. Susan Woods Coffindaffer seconded the motion. All agreed. Motion carried.

C. FY 2025 E&G Capital Projects Budget Approval



Mission Statement: To provide accessible, responsive, comprehensive education that works

Vision: Empowering individuals to transform their lives through education

Tagline: Education that works!

Dale Bradley presented and reviewed the **FY 2025 E&G Capital Projects Budget Approval Resolution** (Resolution provided in Agenda packet).

Jeffrey Powell made a motion to move the FY 2025 E&G Capital Project Budget resolution to the full Board for their review and approval. Susan Woods Coffindaffer seconded the motion. All agreed. Motion carried.

VII. Adjournment

There being no further business, Susan Woods Coffindaffer moved to adjourn the meeting. Jeffrey Powell seconded the motion. All agreed. Motion carried.

Respectfully submitted by Amanda N. Hawkinberry



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