

**BUDGET WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 25, 2022**

Members Present: Mrs. Tami Cullens, Chair
Mr. Terry Atchley, Vice Chair
Mr. Tim Backer
Mr. Derren Bryan
Mrs. Kris Y. Rider
Mr. Joe Wright
Dr. Thomas C. Leitzel, President/Secretary
Mrs. Pamela T. Karlson, College Attorney

Excused: Dr. Louis Kirschner

Staff Present: Mrs. Jamie Bateman Mrs. Ashley Bennett
Mr. Peter Elliott Dr. Brent Ferns
Ms. Cindy Garren Dr. James Hawker
Dr. Michele Heston Mr. Don Kesterson
Dr. Sidney Valentine Dr. Chris van der Kaay
Mrs. Teresa Vorous Mrs. June Weyrauch

Excused: Mrs. Melissa Kuehnle Dr. Mark Bukowski

CALL TO ORDER

Mrs. Tami Cullens welcomed the Board and SFSC employees who were in attendance for the budget workshop. The budget workshop of the District Board of Trustees was called to order at 11:05 a.m. on the Highlands Campus by Board Chair, Mrs. Tami Cullens.

1. 2022-2023 Budget Proposal

- a. Dr. Leitzel welcomed the DBOT and thanked Vice President Elliott and his team for their work on the budget this year. Dr. Leitzel briefly highlighted the budget. Vice President Elliott began the workshop with an overview of the 2022-2023 Budget. He highlighted House Bill 5001 – General Appropriations Act (GAA) and its associated companion bills and Senate Bill 7044 – Postsecondary Education.
- b. Vice President Elliott discussed current and non-current fund definitions and gave a brief overview.
- c. Vice President Elliott discussed Enrollment Projections – the FTE Trend Information. He thanked Dr. Valentine for his assistance. Vice President Elliott stated there is a .5% decline in enrollment and he gave a brief overview of declines by course classification. He highlighted the student fees and stated for the tenth consecutive year there is no proposed increases in tuition.

- d. Vice President Elliott gave an overall summary of revenue and expense comparison for FY22 and proposed FY23.
- e. Vice President Elliott gave an overall summary of the budget and projected fund balances for both FY22 and FY23. He reported a projected fund balance for 6/30/22 of \$3,319,273 with a projected fund balance percentage of 10.65%. Vice President Elliott also reported a proposed projected fund balance for 6/30/23 of \$2,405,797 with a projected fund balance percentage of 7.34%. He stated that a spending plan will need to be made and he will bring it back to the DBOT at the September meeting. As this plan will need to be submitted to the Florida State Board of Education.
- f. Vice President Elliott presented and discussed the FY23 General Fund Budget Summary. He recapped the salary adjustment plan from last year to implement requirements of Amendment 2. He proposed implementing an across-the-board salary increase for all eligible full-time employees of \$4,200 per annum implemented effective July 1, 2022 for all administrative, career service, and professional employees and August 15, 2022 for all faculty. Vice President Elliott discussed the FCS health insurance rebalance plans.
- g. Vice President Elliott discussed the Unexpended Plant Fund Budget.
- h. Vice President Elliott recapped what the DBOT will be asked to approve at the June 22 DBOT meeting as follows:
 - * Reaffirmation of the existing tuition and fee rates at the same level as FY22
 - * An amended College Salary Schedule
 - * Reflecting positions added, deleted, or amended as of June 1, 2022
 - * Establishing a minimum wage rate of \$12.50 per hour
 - * Implementing a salary increase for all full-time employees of \$4,200 per annum implemented effective July 1, 2022 for all administrative, career service, and professional employees and August 15, 2022 for all faculty.
 - * Implementing the college's health plan selections
 - * General Fund (Fund 1) budget
 - * Authorizing revenues and expenditures for college operations
 - * Unexpended Plant Fund (Fund 7) budget
 - * Authorizing revenues and expenditures for college capital outlay projects

2. COMMENTS

Mrs. Cullens asked for clarification if the college is budgeting as if the Governor will approve everything that was presented. Mr. Bryan confirmed that the DBOT will vote at the June meeting, not today. Mr. Wright stated the he is in favor of the across-the-board increase. He asked if Vice President Elliott will share the updated salary schedule. Vice President Elliott stated that if the DBOT approves the across-the-board increase the salary schedule will be adjusted. He discussed the implementation process of the adjustment. The DBOT discussed their concerns on inflation and being fiscally sound with an annual recurring expense.

MAY 25, 2022

Page 3

Mrs. Cullens questioned the property/casualty insurance line item. Vice President Elliott gave a brief explanation of the slight increase. Mrs. Cullens thanked Vice President Elliott for his work on the budget presentation.

Mr. Wright asked for clarification on FRS plan and health insurance. Vice President Elliott stated that the legislature has change the contribution rates in FRS every year. He gave a brief overview explanation. Vice President Elliott gave a brief description of the current healthcare plans and structures. Vice President Elliott continued with a brief overview of the proposed rebalance of healthcare plans. Mr. Bryan questioned which healthcare plan would be the baseline which college employees would have to contribute towards. Vice President Elliott stated there are still discussions on which plan will be the baseline.

Mr. Atchley thanked Vice President Elliott and team for all they do to prepare the budget and for the presentation.

Dr. Leitzel commended Vice President Elliot and Mrs. Teresa Vorous for their work on the budget.

There being no further discussion, the Budget Workshop adjourned at 12:10 p.m.