

**BUDGET WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 17, 2023**

Members Present: Mr. Terry Atchley, Chair
Mr. Tim Backer, Vice Chair
Mr. Derren Bryan
Dr. Louis Kirschner
Dr. Thomas C. Leitzel, President/Secretary
Mrs. Pamela T. Karlson, College Attorney

Excused: Mrs. Tami Cullens Mrs. Kris Rider Mr. Joe Wright

Staff Present: Mrs. Jamie Bateman Mrs. Ashley Bennett
Dr. Mark Bukowski Dr. Kathleen Cappo
Mr. Peter Elliott Ms. Cindy Garren
Dr. Michele Heston Mr. Don Kesterson
Dr. Sidney Valentine Dr. Chris van der Kaay
Mrs. Teresa Vorous Mrs. June Weyrauch

Excused: Dr. Brent Ferns Dr. James Hawker

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

Mr. Terry Atchley 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 11:06 a.m. on the Highlands Campus by Board Chair, Mr. Terry Atchley.

1. 2023-2024 Budget Proposal

- a. Dr. Leitzel welcomed the DBOT and thanked Mr. Peter Elliott and his team for their work on the budget this year. Dr. Leitzel briefly highlighted the budget. He commended our college lobbyist and trustees that were able to attend meetings in Tallahassee. Dr. Leitzel stated that it has been a pleasure working with Mr. Elliott and Mrs. Teresa Vorous. He commended both them and their team for their work on the proposed budget. Mr. Elliott recognized Dr. Chris van der Kaay and Mr. Don Kesterson for contributions to the budget. Mr. Elliott began the workshop with an overview of the 2023-2024 Budget. He highlighted Senate Bill 2500 – General Appropriations Act (GAA) and several bills of interest.
- b. Mr. Elliott discussed current and non-current fund definitions and gave a brief overview.
- c. Mr. Elliott discussed Enrollment Projections – the FTE Trend Information. He stated there is a projected 3% increase in enrollment and he gave a brief overview of increases by course classification. He highlighted the student fees and stated for the eleventh consecutive year there is no proposed increases in tuition.

- d. Mr. Elliott gave an overall summary of revenue and expense comparison for FY23 and proposed FY24.
- e. Mr. Elliott gave an overall summary of the budget and projected fund balances for both FY23 and FY24. He reported a projected fund balance for 6/30/23 of \$4,937,671 with a projected fund balance percentage of 13.60%. Mr. Elliott also reported a proposed projected fund balance for 6/30/24 of \$4,146,357 with a projected fund balance percentage of 9.95%. 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. Mr. Elliott presented and discussed the FY24 General Fund Budget Summary. He recapped the salary adjustment plan from last year to implement requirements of Amendment 2 and establish a minimum wage rate of \$15.00 per hour. He proposed implementing an across-the-board salary increase for all eligible full-time employees of \$5,200 per annum implemented effective July 1, 2023 for all administrative, career service, and professional employees and August 14, 2023 for all faculty. He proposed a one-time, non-recurring, pay adjustment for all full- and part-time employees in regularly established positions later in the year. Mr. Elliott also proposed an increase in overload and adjunct pay of \$2.50 per contact hour. Mr. Elliott discussed adding dental and vision benefits for all full-time regularly established employees.
- g. Mr. Elliott discussed the Unexpended Plant Fund Budget.
- h. Mr. 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 FY23
 - * An amended College Salary Schedule
 - * Reflecting positions added, deleted, or amended as of June 1, 2023
 - * Establishing a minimum wage rate of \$15.00 per hour
 - * Implementing a salary increase for all full-time employees of \$5,200 per annum implemented effective July 1, 2023 for all administrative, career service, and professional employees and August 14, 2023 for all faculty.
 - * One-time, non-recurring, pay adjustment for all FT/PT employees in regularly established positions
 - * Increase in overload and adjunct pay of \$2.50 per contact hour
 - * Adding dental and vision benefits for all full-time regularly established employees
 - * 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

Dr. Kirschner asked about adding dental and vision to employee benefits. Mr. Elliott clarified that the college would cover the cost for employees only. Dr. Kirschner asked if the FCS was still looking into joining the state benefit plan. Mr. Elliott stated that they are currently doing research and it could possibly go into effect next fiscal year if approved by the legislature.

Mr. Bryan thanked Mr. Elliott for his work on the proposed budget.

Mr. Atchley thanked Mr. Elliott and team for all they do to prepare the budget and for the presentation. He stated that it appears to be a great funding year.

There being no further discussion, the Budget Workshop adjourned at 11:47 a.m.