

MINUTES  
FINANCE AND AUDIT COMMITTEE MEETING  
OF McHENRY COUNTY COLLEGE

A meeting of the Finance and Audit Committee of the Board of Trustees of McHenry County College was held on Tuesday, March 8, 2016 in the Board Room, Room A217, in Building A on the Campus. Chair Kissler called the meeting to order at 6:30 p.m. When Mr. Smith called the roll, the following were present:

Mr. Smith  
Ms. Liddell  
Ms. Kissler

Ms. Walsh and Mr. Parrish were absent. Dr. Gabbard was also present.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Committee.

DISCUSSION OF FY2018 RAMP

Trustees discussed the FY 2018 Resource Allocation Management Program (RAMP) document, which must be submitted to the state in June, 2016. The College currently has three projects on the RAMP; overall scope must remain the same with the only alteration an inflationary factor provided by the state.

The RAMP document must mirror what appears in the College's Facility Master Plan. Three to five projects are awarded each year across the state.

Mr. Tenuta noted that if funding is awarded, the College is not obligated to pursue RAMP projects; funding can be turned down.

#### REVIEW OF THE DEFERRED MAINTENANCE REPORT

Trustees reviewed the deferred maintenance report. Mr. Tenuta introduced members of the Facilities Department who are responsible for implementing deferred maintenance projects: Carl Eichberger (HVAC), Pat Sullivan (plumbing), Christine Fischer (department administrative assistant), and administrators Steve Kormanak, Todd Wheeland, and Michael Clesceri.

It was noted that many of the deferred maintenance projects have come in two-thirds under their allotted budgets, reducing deferred maintenance costs from \$40 million to \$24 million. The Facilities Department has created a 3 to 5 year plan which will be updated each year.

#### TIMELINE FOR ICCB FACILITY MASTER PLANNING SUBMISSION

An updated Facility Master Plan must be submitted every five years; the last was done in April 2012 and will be due in April 2017. Mr. Tenuta noted that DKA has already done a lot of the work needed to create the plan and would recommend that firm to the Board. After discussion, it was agreed to focus on the RAMP and the Facility Master Plan would follow.

#### DISCUSSION OF TOPICS TO RECOMMEND TO CHAIR FOR BOARD AGENDA

Brief discussion ensued; no topics were recommended for the March Board agenda.

#### BOARD REQUESTED VENDOR REPORT

Those present reviewed the Board Requested Vendor Report. Brief discussion followed about legal costs and how those costs might be reduced.

#### CLOSED SESSION

No Closed Session was held.

#### FUTURE AGENDA ITEMS

Under Future Agenda Items, the Committee spoke about discussing and formulating a tuition policy statement; this would fall under the Evaluation and Policies Committee's auspices. Also requested were two items: a discussion about the fundraising plan for the capital campaign and a discussion of Information Technology and infrastructure to make sure all classrooms can be "smart" classrooms.

SUMMARY COMMENTS BY BOARD MEMBERS

No summary comments were made.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 7:27 p.m.

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Patricia Kriegermeier, Recording Secretary