

Lake Land College
Finance Committee
October 4, 2018

Minutes

The Finance Committee of the Board of Trustees met on October 4, 2018, in Webb Hall 081, at Lake Land College, Mattoon, Illinois. Committee Chair Ann Deters called the meeting to order at 1:00 p.m.

Trustee Committee Members Present:

Mr. Mike Sullivan, Committee Member
Mr. Dave Storm, Ex Officio Committee Member
Ms. Ann Deters, Committee Chair

Trustee Committee Members Absent:

Mr. Gary Cadwell, Committee Member

Other Trustees Present:

None

Others Present:

Dr. Josh Bullock, President
Mr. Bryan Gleckler, Vice President for Business Services
Dr. Tina Stovall, Vice President for Student Services
Mr. Jon Althaus, Vice President for Academic Services
Ms. Jean Anne Grunloh, Senior Executive to the President
Ms. Madge Shoot, Comptroller

Hearing of Citizens, Faculty, or Staff.

Chair Deters asked if there were any public comments. There were none.

Approval of Minutes of July 12, 2018 Meeting.

Trustee Sullivan moved and Trustee Storm seconded that the minutes of the July 12, 2018, Finance Committee meeting be approved.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Deters, Storm and Sullivan. No: None. Absent: Trustee Cadwell.

Motion Carried.

Investment Report.

Trustees heard a presentation from Mr. Gary Swearingen of Wells Fargo Advisors regarding the College's Third Quarter 2018 Investment Report. He highlighted the portfolio's current balance, overall yield, and estimated income for the year. Trustees reviewed details of the report.

Presentation of Audit.

Trustees heard a presentation from Ms. Tami Knight, CPA with Kemper CPA of Mattoon. Ms. Knight provided highlights of the 2018 Audit Report and various financial statements. She also gave an overview of a trend analysis for the College's assets, debt, and income statements. Trustees learned the financial statements present fairly in all material respects and there were no material weaknesses. Trustees conducted an in-depth review of the Audit. President Bullock, Mr. Bryan Gleckler, Vice President for Business Services, and Ms. Madge Shoot, Comptroller, answered various questions posed by Committee members.

Trustees also discussed the impact to the College of pensions liabilities, expense and deferred outflows of resources and the College's retirement liabilities per new GASB accounting requirements. Trustee Deters suggested the administration consider establishing means to encourage employees to supplement their state retirement income. Dr. Bullock said the administration is considering various ideas and will be bringing proposals to the Finance Committee in the near future.

Ms. Knight expressed her appreciation for the assistance from Mr. Gleckler, Ms. Shoot and staff with the Accounting Department to conduct the Audit Report.

Trustee Storm moved and Trustee Sullivan seconded that the Finance Committee recommend to the Board approval of the FY 2018 Audit Report as presented for submission to the Illinois Community College Board and other federal and state agencies.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Deters, Storm and Sullivan. No: None. Absent: Trustee Cadwell.

Motion Carried.

Intent to Continue Foundation Tax Levy.

Trustees heard a request from Mr. Gleckler that the Board approve Resolution No. 1018-002 - Intent to Continue Foundation Tax Levy. Mr. Gleckler said this is an annual action item and the Illinois Community College Board has certified that Lake Land College is authorized to levy 29.12 cents per \$100 of equalized assessed valuation for the 2018 tax year. Trustees reviewed details of the Resolution.

Trustee Deters moved and Trustee Sullivan seconded that the Finance Committee recommend to the Board approval as presented Resolution No. 1018-002 - Intent to Continue Foundation Tax Levy.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Deters, Storm and Sullivan. No: None. Absent: Trustee Cadwell.

Motion Carried.

Health Insurance Renewal Rate.

Trustees heard a presentation from Mr. Gleckler regarding a recommendation that the Board approve various plan changes and a 7.1% premium rate increase for the 2019 health insurance plan year renewal through Aetna, the College's current health insurance provider. Mr. Gleckler said that the College's Health Insurance Committee voted in favor of pursuing these changes for the 2019 plan year. He said that without this change, the College's premium renewal increase for the 2019 plan year would have been 22%. Trustees learned that J.W. Terrill, a health insurance consultant for the College, had conducted an analysis to help the Health Insurance committee arrive at its recommendation.

Trustee Storm moved and Trustee Sullivan seconded that the Finance Committee recommend to the Board approval as presented of plan changes and a premium rate increase of 7.1% for the College's 2019 health insurance plan year renewal.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Deters, Storm and Sullivan. No: None. Absent: Trustee Cadwell.

Motion Carried.

Bills for Payment and Travel Expenses.

Trustees reviewed the summary and details of bills for payment and travel expenses for September 2018.

Trustee Deters moved and Trustee Sullivan seconded that the Finance Committee recommend to the Board approval of bills for payment and travel expenses for September 2018 which were presented by College administration with full assurance by management they have been prepared in good faith to follow all applicable laws and Board policy.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Deters, Storm and Sullivan. No: None. Absent: Trustee Cadwell.

Motion Carried.

August 2018 Financial Statements.

Trustees reviewed the August 2018 Financial Statements and a memorandum from Mr. Gleckler detailing significant variances for the statements. This information also included corresponding monthly financial spreadsheets that included a summary of all operational expenditures (Funds 1 and 2). Mr. Gleckler presented highlights of the financial statements and narrative report. He and Ms. Shoot answered various questions by Trustees.

Trustee Storm moved and Trustee Deters seconded that the Finance Committee recommend to the Board approval of the August 2018 Financial Statements as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Deters, Storm and Sullivan. No: None. Absent: Trustee Cadwell.

Motion Carried.

Other Business.

There was no additional discussion.

Adjournment.

Trustee Deters moved and Trustee Storm seconded to adjourn the meeting of the Finance Committee at 2:02 p.m.

Motion carried by unanimous voice vote approval.

Approved by:

/s/Ms. Ann Deters, Finance Committee Chair/Secretary