

Minutes of the VSC Board of Trustees Finance and Facilities Committee held Wednesday, August 23, 2017 at the Office of the Chancellor, Montpelier, VT - APPROVED October 25, 2017

Note: These are unapproved minutes, subject to amendment and/or approval at the subsequent meeting.

The Vermont State Colleges Board of Trustees Finance and Facilities Committee met on Wednesday, August 23, at the Office of the Chancellor, Montpelier, VT.

Committee members present: Church Hinds (Chair), Jerry Diamond, Tim Jerman, Linda Milne, Mike Pieciak

Other Trustees present: Shavonna Bent, Karen Luneau, Aly Richards

Absent: Chris Macfarlane, Bill Lippert, Lynn Dickinson

Presidents: Elaine Collins, Joyce Judy, Pat Moulton, Dave Wolk

Chancellor's Office Staff: Jeb Spaulding, Chancellor
Tricia Coates, Director of External & Governmental Affairs
Todd Daloz, Associate General Counsel
Sheilah Evans, System Controller & Senior Director of Financial Operations
Richard Ethier, Director of Facilities
Steve Wisloski, Chief Financial Officer
Yasmine Ziesler, Chief Academic Officer
Harriet Johnson, Executive Assistant

From the Colleges: Scott Dikeman, Dean of Administration, Castleton University
Laura Jakubowski, Director of Finance, Castleton University
Barbara Martin, Dean of Admissions, Community College of Vermont
Sharron Scott, Dean of Administration, Johnson State College
Lit Tyler, Dean of Administration, Vermont Technical College
Beth Walsh, VSCUP President, Johnson State College

1. Chair Hinds called the meeting to order at 2:45 p.m.

2. Consent agenda
 - a. Approve minutes of June 20, 2017 meeting

Trustee Diamond moved and Trustee Jerman seconded the approval of the minutes. The minutes were approved unanimously. Linda Milne abstained from voting on the minutes.

3. Update on FY2018 Budget Adjustment and FY2019 Appropriation Requests

Chancellor Spaulding gave an update on appropriations. He reported there was a revenue downgrade at the June Emergency Board meeting but it did not have an effect on VSC. We will continue to work with the state on their budget instructions and discuss possible options for future appropriations.

Trustee Diamond made a recommendation on how to proceed with the next budget adjustment.

Chancellor Spaulding stated there will not be a Finance & Facilities or Long Range Planning Committee meeting in September due to a full board agenda, and they will meet on October 25th along with Audit. An update of the appropriation process should be on the October agenda.

4. Review FY2017 final results (unaudited)

Chair Hinds gave a brief update on year end results. Chief Financial Officer Steve Wisloski provided an executive summary presentation of FY17 year end results compared to approved budgets for FY17, third quarter FY17 projections, and FY18 approved budgets.

Sheila Evans, Senior Director of Financial Operations, provided an update on the consolidation of accounting departments among the colleges, and how all transactions will now be consistent.

Mr. Wisloski continued with a detailed summary of FY17 unaudited financial results reviewing each college and answering questions from the Committee.

The Committee discussed looking into what the long term planning is for the University of Vermont.

5. Quarterly update on cash, investments and endowment

CFO Wisloski presented the cash and investment report, and indicated that in future presentations he would present intermediate and long-term investment balances separately from the endowment. CFO Wisloski then reviewed the 2nd quarter FY17 endowment investment report from Morgan Stanley.

Chancellor Spaulding broached a question to the Committee of whether if there is any potential strategic value to investing a portion of endowment with the Vermont Community Foundation. The Committee discussed the pros and cons, emphasized it is important to read the contract, and urged very careful consideration. The Committee will continue to discuss this option in the future.

6. Review of revised draft investment policy

Mr. Wisloski presented proposed changes to the Investment Policy Statement. Trustee Linda Milne made some suggestions for missing items and suggested adding information regarding the purpose of the Policy. The Policy is still under review and Mr. Wisloski hopes to have board action on it by end of the calendar year.

7. Capital projects update

Director of Facilities Dick Ethier presented his report on capital projects. Facility Directors have been working hard making improvements to campuses along with their routine duties. In addition to the report, highlights include boiler inspections, sprinkler tests, several roofing jobs, a net-metering contract, and working with Efficiency Vermont. VTC President Pat Moulton added they have been doing improvements at the Williston campus in the Advanced Manufacturing Lab program and adding a mobile lab as a result of a grant from the Department of Labor for their Strength in Working Families initiative. VTC also received a grant from Delta Dental for a mobile dental hygiene lab that can go into underserved areas to provide dental hygiene care.

8. Questions and follow-up items from May 31 meeting, continued

CFO Wisloski continued to review and answer questions from his list compiled from previous meetings and will provide an update at the September Board meeting.

Chancellor Spaulding commented on the requests made by Fossil Free VSC, and suggested he and Mr. Wisloski meet with them and report back to the Finance and Facilities Committee. Trustee Milne indicated a desire to see more representation and participation by current VSC students in Fossil Free VSC. The Committee was agreeable to that approach.

9. Other business

None

10. Public comment

None

11. Adjourn

Trustee Jerman moved to adjourn. Chair Hindes adjourned the meeting at 5:00 p.m.