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Finance and Audit Joint Committee, January 21, 2010

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**Minutes
Coastal Carolina University
Board of Trustees**

**Finance, Planning and Facilities Committee
Georgetown Campus, Room 111
Thursday, January 21, 2010**

**Members of the
Committee Present**

Mr. William S. Biggs, Mr. Gary W. Brown, Mr. D. Wyatt Henderson, Mr. Daniel W.R. Moore, Sr., Mr. Eugene C. Spivey and Mr. Dennis L. Wade

**Other Board Members
Present**

Mr. William H. Alford, Mr. Larry Biddle, Mr. Joseph L. Carter, Mr. Samuel H. Frink, Ms. Natasha M. Hanna and Mr. Oran P. Smith

**Committee Member
Not Present:**

Mr. Charles J. Hodge and Mr. Robert G. Templeton

Others Present:

Ms. Stacie A. Bowie, Dr. Debbie Conner, Dr. Edgar L. Dyer, Mr. Will Garland, Ms. Martha Hunn, Mr. Scott Joyner, Dr. Michael Ruse, Dr. Robert Sheehan, Dr. Judy W. Vogt, Mr. Hunter Yurachek, Ms. Jennifer Packard and Ms. Chyrel Stalvey

Bill Biggs called the meeting to order at 10:00 a.m.

A motion was made by Wyatt Henderson to approve the minutes of the Finance, Planning and Facilities Committee meeting on October 15, 2009. The motion was seconded by Gene Spivey and passed unanimously.

Stacie Bowie presented the budget update for Fiscal Year 2010. Projected revenue growth for Fiscal Year 2010 was based on a 3% increase for both in-state and out-of-state students. The actual revenue received reflects a 4% increase of in-state and 3.09% increase of out-of-state students in the fall semester. The spring enrollment numbers are not final at this time, but currently we are seeing a 3% increase of in-state and a 6.69% increase of out-of-state students. When projecting revenue for spring fees we used a fall to spring conversion rate to estimate how many of the fall students will return for the spring semester. We budgeted this year for a 91% in-state and 87% out-of-state conversion rate. At present we are looking at a 90.74% in-state and 88.8% out-of-state conversion rate. That is where the additional out-of-state growth is coming from.

The State Appropriations are only 8.5% of our total operating budget. In December there was a 5% budget cut which has resulted in the current appropriation amount of \$11.6 M.

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Included in the \$13.8 M in the projected column is \$2.27 M of stimulus money. Total revenue is projected to be about \$824,000 lower than budget. This is slightly less than 1%. Total revenue including carry over is only \$22,000 less than budget. Last year an additional \$800,000 was carried forward to help offset budget cuts.

Operating expenses are projected to be \$147,000 under budget at this time. Overall, we show approximately \$147,000 left in our budget contingency and \$3 M in contingency, of which a portion will roll over into next year.

Mr. Garland referred to the handout entitled Draft Priorities for Facilities Construction and presented the building updates. In the future reports, Mr. Carter asked to have a column with the “actual project amount” included.

- The New Science Building (Swain Hall) is estimated to start November 2010, to be completed in the spring of 2012.
- The Athletic Field House is estimated to have substantial completion by March of this year and is scheduled to be opened in June of 2010.
- The Jackson Center/Cino Grille renovation has been completed for the most part. There is still some work being done on the first floor. The Cino Grille is complete at this time.
- The Residence Life and Deferred Maintenance was a safety issue. Our first dorms did not have sprinkler systems in them. There was also extensive work done to the duct work in these buildings. This project is complete.
- Expanded Student Parking shows in process because it is something that will be on-going as we grow. We are bringing a proposal to you today that we hope will help. We plan to place about 350-380 spaces across 501 near the Atlantic Center. The \$2,000,000 estimate is for on-going projects.
- Atheneum Hall renovation is estimated to start in 2012. We need to relocate Public Safety before we can begin work on this building.
- The EQL/Ecology Lab has been completed. The scope of this project changed causing the actual expense to be less than the original budget.
- The Bryan Information Commons, an 18,000 sq. ft. addition library addition, is scheduled to start this summer and estimated completion in fall of 2011.
- The Student Convocation/Recreation Center is due to start in the summer of 2010 with estimated completion the winter of 2012. Currently the plan is for the basketball arena to seat approximately 3,450 people.

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- A new Public Safety Building is planned to be built in the Atlantic Center to house the background operations, the call center, monitoring cameras and administrative staff. Public safety officers will continue to maintain a presence on campus at all times.

Gary Brown sees the process of a new master plan as a reinforcement of the identity of the campus with the location of buildings being only one piece of it. We have a good handle on the location of buildings from the previous master plan which was more of an engineering report. Sandy Williams noted that the majority of the current capital projects are, for the most part, synchronized with the current master plan.

Chairman Alford would like for a new School of Education building to be the high priority. Dr. Sheehan added that with the current student growth, a new education and academic building will be desperately needed by 2012.

A lengthy discussion concerning capital project priorities followed resulting in an agreement for Mr. Alford to form an ad hoc committee to work on organizing priorities for those projects that have not already been approved by the Board. This would not include those for which commitments have already been made and highlighted in green on the handout. The projects to be prioritized before the next board meeting would be those shown in white.

There was also discussion regarding a president's house.

Human Resources has relocated to the Prudential Building, which is currently being leased. That move was made to free up space in Sands Hall for academic offices.

Mr. Spivey made a motion to recommend to the full Board of Trustees the approval of the purchase of the Prudential Building following all state laws and requirements. Sam Frink seconded and the motion passed. (Motion 10-01)

We are currently leasing the Coastal Science Center for about \$325,000 annually and the cost is coming out of our operating budget.

Mr. Brown moved to recommend the approval of the purchase of the Coastal Science Center following all state laws and requirements. Mr. Henderson seconded and the motion passed. (Motion 10-02)

A request was brought before the committee to build a 500-space parking lot constructed on University Boulevard between Baxley Hall and Highway 501. As conversations need to be held with the Coastal Educational Foundation, Motion 10-03 was deferred to the next meeting.

A brief discussion ensued regarding Wild Wing property available for purchase which adjoins the Atlantic Center.

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There being no further business, Mr. Spivey moved to adjourn the meeting and Mr. Brown seconded.

Respectfully submitted,

Samuel H. Frink
Secretary Treasurer