

OWENS COMMUNITY COLLEGE
BOARD OF TRUSTEES
FINANCE COMMITTEE MEETING
November 28, 2023

A meeting of the Finance Committee was held in accordance with the policies of the Board of Trustees, and the Ohio Revised Code, Section 121.22 and Chapter 3358. The meeting format was hybrid in Administration Hall 224 and a videoconference public link was provided on the public meeting notice on the College's website.

Call to Order – Rich Rowe called the meeting to order at 9:01 a.m.

Roll Call – Roll Call was taken, as follows: Rich Rowe (remote), Sherina Ohanian (remote). (2). Rita Russell joined the meeting at 9:27 a.m. (3).

AUDIT CONFERENCE

Mr. Rowe announced a closed-session audit conference with auditors, Clark Schaefer Hackett, in accordance with Ohio Revised Code Section 121.22(D)(2), and Ms. Ohanian made a motion to enter into the audit conference as specified, which was seconded by Mr. Rowe. Mr. Rowe called for a roll call vote. Roll Call: Sherina Ohanian, aye; and, Rich Rowe, aye. (2).

Upon return from the audit conference, roll call was taken and the following members returned to open session at 9:19 a.m.: Sherina Ohanian and Rich Rowe (2).

Approval of Minutes – The minutes of the September 26, 2023 and October 31, 2023 meetings were sent in advance and hearing no corrections, Mr. Rowe declared the minutes accepted as submitted.

Proposed 2024 Meeting Schedule – The proposed meeting schedule was provided by the Board Secretary for five meetings in 2024. Hearing no comments or concerns, Mr. Rowe accepted the 2024 meeting schedule and requested the Board Secretary to post the meeting dates on the Outlook calendars for the trustees of the Finance Committee.

TREASURER'S REPORT

Monthly Financial Report – October Fiscal Year 2024 – Mr. Ganues reviewed the October financial report, and he commented that the financial statements reflected the increase in the cash balance due to the bond proceeds. He noted:

- YTD compared to Budget Dashboard – Page 2.
 - Summer and Fall FTE enrollment were up; with Fall FTE up by 1 percent, as of 10-31-23; an increase of 3 percent in revenue.
 - Expenses, the vacancy factor may not be pushed at the level projected, and he is researching regarding the increase in wages and fringes
 - He noted a pending journal entry of \$800,000 for the ERP maintenance agreement; it will come out of amortization; to be booked as an asset. Expenses will shift and it will iron its way out. A WorkDay report is being build to help verify the processes of purchasing and accounts payable by cost centers for a comparison of prior years. Mr. Rowe asked for the reason of the delay in entries, which Mr. Ganues commented on the challenge of entering purchase requisitions into the new

- WorkDay system when the fiscal year started; they are looking at the accounts payable side and believe it is related to the change management to the new ERP.
- Cash (Plant) reflects the bond proceeds of \$25.7 million.
 - SB6 Composite Score decreased to 4.1 from 4.4 budget. This is due to 80 percent of projected SB 6 composite score was being calculated on the net asset ratio. With the College having plant debt; the net asset ratio is calculated at 50 percent and the viability ratio is at 30 percent.
 - YTD FY 24 compared to Prior YTD FY 23 Dashboard – Page 3.
 - Expenses; the one-time expense is working its way out; bond issuance for a pass-through for a community project; academic programs’ labs/course fees were quicker to spend through October. He noted on the financials (page 4) that the cost of sales/other expenses were up.
 - Financial Walkthrough – Page 5.
 - Tuition for summer and fall semesters was reflected; more in-state students; sales rate reflected fewer students dropped for non-payment of tuition; there was a slight pickup of CCP students in the summer, and slight CCP increase from the budget for the fall.
 - Revenue – Fees reflected a gain in the three technology fees for summer and fall. Will begin to project out the breakdowns for lab/courses; e-service, and student engagement fees.
 - Cash Flow – Page 6.
 - Bank reconciliations were completed in November and such will be included in the next financial report.
 - Investments – Page 7.
 - Mr. Ganues reviewed the bond proceeds and the resulting payouts of the Huntington accounts for debt service and bond retirement; the bond retirement was the sale of the bonds and interest to be paid on the bond for the next two years.
 - WorkDay Balance Sheet – Page 9.
 - The following was noted from the balance sheet produced from WorkDay reports:
 - Investment checking account, from StarOhio to a 5/3 Bank money marketing for same day access and locked-in daily rates; same rates as StarOhio. This is a better process due to timing delays of bond proceeds etc.
 - Total investments down due to the new checking account.
 - Accounts payable up due to 10-30-24 \$1.1 million construction payable that was approved and paid out.
 - Salaries, Wages, the timing was different from prior year.
 - Notes Payable-Noncurrent, was due to the bond payable and retirement amounts to be amortized over 15 years; pending journal entries.

Mr. Rowe thanked Treasurer Ganues for the review of the financial report, and he noted that the auditors had reported that the fiscal year 2023 audited financial statements were a clean audit.

Adjournment – As there was no further business, Mr. Rowe declared the meeting adjourned at 9:45 a.m.

Accepted 4-22-24/pj