

**HARRISBURG AREA COMMUNITY COLLEGE
BOARD OF TRUSTEES FINANCE COMMITTEE**

Wednesday, September 29, 2004 - 7:30 A.M.

Arts Room 103

MINUTES

Present:

Terry L. Burrows	Dr. Edna V. Baehre
Daniel P. Delaney	Thomas Fogarty
Charles E. Graves (via telephone)	John Ford
Hon. Patricia H. Vance	George A. Franklin, Jr.
Mark A. Whitmoyer	Barbara Hutchinson
	Chip Jackson
	Linda Lefevre
	David Morrison
	Meredith Tulli
	Ronald Young

Minutes

The minutes of the September 1, 2004 meeting were reviewed and approved.

Resolutions

The resolution regarding the purchase and installation of a firing range barricade at the Shumaker Public Safety Center was reviewed. East Coast was the only vendor to respond. The barricade must be in place by October 31, 2004. This resolution was approved. The resolution regarding the contract to repair the burn building lining at the Shumaker Public Safety Center was reviewed and approved. This sole source was also reviewed by the College's solicitor. The resolution regarding the laboratory fees was reviewed. These fees are updated every October by the academic divisions. They will be effective next Fall. We are only recovering about 50% of the costs through these fees, Mr. Ford added. Mr. Jackson noted that students who are in higher cost programs and have higher fees are eligible for additional financial aid and grants. This resolution was approved. The gifts-in-kind and gifts and scholarships were reviewed and approved.

Mr. Franklin reviewed the financial report for August 31, 2004. As noted at the last meeting, the Finance & Administration Virtual Campus Task Force Group is working on allocating the \$2.2 million fund balance from the Virtual Campus to all campuses. Dr. Baehre would like to track the viability of Virtual Campus so that she can see what the bottom line is as a separate campus and whether there are greater revenues than expenditures.

York Campus Project

The Board Building & Grounds Committee had a lengthy discussion about the York Campus, Mr. Franklin noted. They stressed the need for local support and have asked for a three-year budget plan. The York Campus will be receiving a \$300,000 commitment letter from Wellspan and a proposed \$2MM from Harley Davidson. Ms. Nancy Rockey is working with the York Foundation as well, Mr. Franklin explained. Mr. Burrows also stressed the need for financial support in York before he will approve this. Mr. Whitmoyer suggested looking for county

support. I understand that the city is not financially able, but I would think York County would be able to financially support the York Campus, he explained. Dr. Baehre has already met with county commissioners, and they said they were not able to support HACC at this time; however, Dr. Baehre plans on pursuing the commissioners further, but believes most financial support will derive from the private sector. A written proposal has also been sent to the York County commissioners explaining the targeted support.

Museum Store

Ms. Lefevre discussed the proposed Museum Store with the committee. The store will offer items from the Crafts Marketing Program, such as ceramics, glass, and jewelry. She also hopes to get the history and science programs involved. The College received a one-day license to sell in the museum in September. Ms. Lefevre showed a video of the store on that day.

We are dealing with the store as an auxiliary service, Mr. Fogarty explained. We are trying to involve interdisciplinary functions from the College, as well as using student workers to run the store. The museum has about 300,000 attendees per year, which includes students on field trips from secondary schools. 25-30% of the floor space would be dedicated to children's items. There would be a negative return for four years, but the museum has agreed not to take commissions while the College carries a loss. We would commit to five years. Ms. Vance agreed with the idea, but after looking at the marketing plan, suggested selling items that children could purchase for their parents that is reasonably priced. Ms. Vance will give Mr. Fogarty the names of the individuals who ran the store several years ago for ideas on what was being sold then. Mr. Burrows suggested asking the Foundation to pay the starting costs, since the revenue is going to the Foundation for scholarships. Mr. Franklin will check into this.

Dr. Baehre briefly spoke about the State budget shortfall which will impact community colleges. The total anticipated shortfall for this year and last year equals \$3.8 million. Dr. Baehre will be meeting with legislators on Tuesday to discuss this. Legislators want to help and are talking about the possibility of revamping the Community College Act. It doesn't reflect the needs of the colleges as it did 40 years ago, Dr. Baehre explained. A committee is being put together with legislators and the presidents of the community colleges, as well as one trustee from each community college. Dr. Baehre will talk more about this with the trustees at the Board meeting next week.