

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

Wednesday, November 26, 2008, 7:30 A.M.  
Boardroom, B106

**MINUTES**

**Present:**

Mr. Terry Burrows	Dr. Winnie Black
Mr. Daniel Delaney (via telephone)	Ms. Eleanor Bosserman (via telephone)
Mr. Donald Schell	Ms. Pat Conklin
Senator Patricia Vance	Mr. John Eberly
Mr. Mark Whitmoyer	Mr. Thomas Fogarty
	Ms. Nancy Rockey
	Ms. Meredith Tulli
	Ms. Patricia Verdon
	Mr. Ronald Young

**Minutes**

The minutes of the October 29, 2008 Board of Trustees Finance Committee meeting were reviewed and approved.

**Resolutions**

With the exception of the contract for banking services for all campuses, all resolutions were reviewed and approved and will be forwarded to the full Board for review/approval. The committee discussed the resolution regarding the banking services for all campuses. There was some discussion on whether because HACC's co-chair of the board, Mr. Timothy Sandoe, is a VP at Fulton Bank, there may have been a conflict of interest, since Fulton Bank was one of the finalists, but our solicitor said as long as Mr. Sandoe has not been involved in any of the discussions or privy to any of the information and as long as he doesn't vote on it (sensitivity out there in the community)...as long as he announces it at the board meeting when it comes time to vote, it should be enough for those who want to investigate...we can't exclude Fulton simply because an individual comes forward and offers to serve on our board....M&T has the most ability to give additional money and has given the most, but Fulton has given a lot of time with their staff....GF – when we were trying to finance Gettysburg, it was Fulton who came to the table with the \$15MM bond issuance, which will go away when we refinance. They are always willing to work with us. M&T has a lot of people lobbying for them...community wise, M&T does the most. Based upon the interviews that we had, and also had the people who have dealt w/them on a daily basis, from a service and technical perspective, their preference was Fulton. M&T did not help themselves in the interview because they basically came in and said we are good at managing money and dwelled on that and didn't get into the other aspects of it. When you look at the revised net earnings, you'll see across the bottom that based upon information we received from PFM, they provided the lowest net earnings. GF was looking at it from that perspective. TB – it may not be a big deal to some of these banks if they understand we are going to be placing a significant amount of CD funds with a group of banks. TB – as much as I appreciate the contributions be given by the bank, we cannot be driven by that as the primary consideration, therefore, I would support George's recommendation of Fulton Bank. DD – agreed. MW – inclined to going with Fulton bank....DS – will support decision of finance committee....DS – preference is M&T, but can see the rationale of finance committee and can support and defend it...PV – cannot support it....Per Ms. Rockey, Dr. Baehre is very concerned with this and is worried about the perception in the community...Dr. Baehre supports M&T Bank. It will be removed from the consent agenda due to Tim Sandoe's presence. The Finance Committee felt strongly that Dr. Baehre should be present to discuss this resolution. This will be tabled until the January Finance Committee. DD suggested that all trustees be invited to the meeting so that they can participate in the discussion if they want. The report of revenues and expenditures for October 31, 2008 was reviewed and approved and will be forwarded to the full Board for review/approval.

TB -

All resolutions were approved by the committee and will be forwarded to the full Board for review/approval: 1) Acceptance of Solar Energy Grant from Sustainable Energy Fund; 2) Technical College Program Grant; 3) Perkins Grant; 4) Purchase of PFM Future Perfect Consulting and Software License Agreement; 5) Authorization to Negotiate a Contract for the Development of a Facilities Master Plan for the John J. Shumaker Public Safety Center; 6) Purchase and Installation of a Hunter Scissor Lift Rack for the Automotive Technology Program at the Harrisburg Campus; Purchase of CISCO network equipment for all campuses; 2) Purchase of printing and processing of Spring 09 Noncredit tabloids for the Harrisburg Campus; 3) Contract to seal coat the North parking lot at the Lancaster Campus; 4) Contract to construct a police tactics training building at the John J. Shumaker Public Safety Center; and 5) Contract to develop business risk assessment and three years of internal audit services for all campuses. The winning firm, Boyer & Ritter, is associated with a national firm, RSM McGladrey, so if they can't do something, they will bring in a consultant. They also have a Sarbanes Oxley expert on staff, had the best interview, and the strongest qualifications. With an outside agency, they will have expertise in all areas that need to be audited.

The following additional resolutions were also approved: 1) The acceptance of Pennsylvania Partners in the Arts grant from Pennsylvania Council on the Arts; 2) The acceptance of Title I grant activities for the South Central Workforce Investment Board; 3) Gifts-in-kind; and 4) Gifts and scholarships. The report of revenues and expenditures for September 30, 2008 was reviewed and approved.

The contract to develop a facilities master plan for the John J. Shumaker Public Safety Center was tabled at the Board Buildings and Grounds Committee. Mr. Franklin will be meeting with purchasing staff and the evaluation team and reviewing the evaluation matrix process. Also tabled was the resolution regarding the student worker pay scale. The Human Resources Office is currently benchmarking these wages, so this will be brought back to the Board at a later date.

**Discussion Item**

The summary of investments for the quarter ending September 2008 was reviewed.