

**PATRICK HENRY COMMUNITY COLLEGE**  
**Joint meeting of Local Board**  
**Budget & Finance and Facilities Committees**  
**11:30 a.m., March 21, 2022**

**Minutes**

The Patrick & Henry Community College Board Budget & Finance Committee and Facilities Committee met jointly at 11:30 a.m. on Monday, March 21, 2022, in the Frith Economic Development Center room #124.

Mr. Barry Helmstutler, Budget & Finance Committee Chair, called the committee to order at 11:30 a.m. Committee members present were: Mr. Gary Collins, Dr. Clyde DeLoach, Ms. Jewell Drewery, and Mr. George Hippisley. A quorum was present.

Mr. Roger Hayden, Facilities Committee Chair, then called the Facilities Committee to order. Members present were Mr. Paul Geib, Dr. Shana LeGrant, and Dr. John McCraw, Jr. A quorum was present.

Others present were: Mr. Jack Hanbury, Vice President for Financial & Administrative Services, and Ms. Sue Ann Ehmann, recorder.

**Board Report #426 – 2022-2024 Biennial Parking Plan**

Jack Hanbury reported that the college is required to submit to the VCCS a Biennial Parking Plan.

We have already addressed the bulk of our parking issues. The only specific items that we need to address are some handicap parking issues to bring us into compliance with ADA requirements. This is a result of the recent Civil Rights Review of the College. These improvements should cost approximately \$6000. For FY23, the college plans to set aside \$35,000 for additional sidewalk and parking repairs as part of its continuing assessment of repair needs.

For FY24, the college plans to set aside \$50,000 for additional sidewalk and parking repairs as part of its continuing assessment of repair needs.

**Motion #1.** A motion to approve Board Report #426 was made by Mr. George Hippisley of the Budget & Finance Committee, and seconded by Mr. Gary Collins. The motion passed unanimously.

**Motion #2.** A motion to approve Board Report #426 was made by Dr. John McCraw of the Facilities Committee, and seconded by Mr. Paul Geib. The motion passed unanimously.

**Report on Local Funds Expenditures – Month Ending February 28, 2022**

Report given by Mr. Jack Hanbury, Vice President for Financial & Administrative Services.

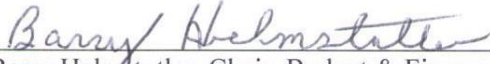
- **Local Funds Summary**  
All four major funds are doing well, with the exception of Student Activities.
- **Locality Fund Budget**  
Locality funds are up \$82,000. The new marquee that was to cost \$70,000 is actually going to cost \$30,000. We should end with a significant surplus.
- **Auxiliary Funds Budget**  
Revenues are on target. Expenses are up slightly now that our Local Board can meet in person again. Those expenses were originally budgeted under COVID restrictions.
- **Auxiliary Funds Investments**  
Investments are up 2.29% for the fiscal year, and up about \$20,000 since the beginning of the year.
- **Student Activities Budget**  
Revenues are on target. Athletics shows a deficit because almost all athletic expenses have been incurred, but all revenues have not come in. We anticipate breaking even.
- **Student Activities Funds**  
Athletics is showing over budget, but after the anticipated fees are collected we should end up in the black.
- **Parking Funds**  
Parking revenues are on target. Minor expenses have been incurred for repairs to the softball field. In the Fall we anticipate putting in a new warning track on the softball field, all within budget.

Discussion:

Mr. Gary Collins asked if we would have money to allocate if our Baseball team makes it to the World Series again this year. Mr Hanbury responded that we are allocating \$50,000 this year and next year from our "Big Ask" account with the Foundation, which would cover expenses if we go to the World Series again.

Mr. Barry Helmstutler asked if the major costs involved with the college name change had been covered. Mr. Hanbury responded that most had been incurred already. Costs involved with new signage has been covered by the Foundation, we only have a small number of remaining items to address. When asked what the total cost of the name change amounted to Jack estimated that it was around \$500,000.

With no further discussion, Barry Helmstutler adjourned the Budget and Finance Committee, and Roger Hayden adjourned the Facilities Committee at 11:46 a.m.

  
Barry Helmstutler, Chair, Budget & Finance Committee

  
Roger Hayden, Chair, Facilities Committee

Recorded by:



Sue Ann Ehmann