

College of Eastern Idaho  
Board of Trustees Finance Committee  
Meeting Minutes

June 06<sup>th</sup>, 2019 – 3:31 PM

**Present:**

Carrie Scheid, Board of Trustees Treasurer, Chair  
Ken Taylor  
Kevin King  
Mary Lynn Hartwell  
Byron Miles, ex-officio

**Absent:**

Aaron Johnson

**Guests:**

Don Bourne  
Dustin Nielson  
Malcolm Guess

**1. Approval of Agenda and Minutes**

- a. **M/S Taylor/King to approve the June meeting agenda. Motion passes unanimously.**
- b. **M/S Taylor/Hartwell, to approve the May minutes with revisions. Motion passes unanimously.**

**2. Review of April Financials, Cash Balance, Other**

- a. Discussion of the budgeted revenue and expenditures, further discussion on what the different sources of revenue. We have hit our revenue goal for the year and further discussion on planned expenditures before year end.
- b. Discussion of the Other Fund, WTCE, and FST budgets; in depth discussion about specific items and what sections they should be budgeted to.
- c. Discussion about layout and clarification about parts of the financials.
- d. **M/S King/Taylor to approve the presentation of April Financials to the Board. Motion passes unanimously.**

**3. New Reports**

- a. New reports are being built by Synoptix; examples were presented of some of the reports that have been created and those that are still in progress.
- b. Overall discussion about the layout and clarification of questions of what is currently presented.

**4. FY2020 Budget**

- a. The Committee went over the presented FY2020 budget line by line discussion the different presented numbers. Committee members brought up questions about what was currently provided; clarification was given about numbers and notes provided.
- b. Further discussion about formatting and recommended additions to the budget layout. Discussion about changes within the school and how that will affect provided budget.
- c. Conversation was held between line items about funding and progress for the major capital improvement projects on campus and how the systems cutover progress was developing.
- d. Guests and members of the Committee were comfortable with the budget provided.
- e. **M/S Taylor/Hartwell to approve the presentation of FY2020 Budget to the Board. Motion passes unanimously.**

**The meeting concluded at 5:02 PM – The next Committee meeting will be held on Thursday, September 5<sup>th</sup> at 3:30 PM in CEI Room 310A.**