



North Idaho College

Dormitory Housing Commission Meeting Minutes

April 18, 2018 at Noon

North Idaho College Student Wellness Center, Room 208

Call to Order and Verification of Quorum

Chair Marcheso called the meeting to order at 12:24 p.m. and verified that a quorum was present.

Attendance:

Commissioners: Chair John Marcheso
Vice-Chair Mic Armon
Commissioner Sandra Patano
DHC Secretary: Sarah Garcia

Action Item: Review/Approval of Minutes:

The minutes from February 7, 2018 were reviewed.

Commissioner Armon moved to approve the minutes of February 7, 2018 as presented; Chair Marcheso seconded the motion; Motion passed.

NEW BUSINESS:

Action Item: Tab 1: FY19 Budget Proposal, Dormitory Housing Commission Operations

Auxiliary Services accountant Steve McGroarty introduced managers in attendance: Mike Reed, the new Cardinal Bookstore manager; Eddie Nelson, Dining Services; Paula Czirr, Residence Hall, Dodi Rode, Student Union Operations, and Jessica Bennett, Student Wellness and Recreation Center.

Impact Items from FY18 on the Student Union and Student Wellness and Recreation Center (SWRC) operations were addressed, including the bookstore remodel that was completed in January of 2018, the Residence Hall lock replacement program, and the opening of the SWRC in August of 2018.

Since opening its doors in August, 29,000 visitors (1,450 unduplicated #) have been welcomed to the Student Wellness and Recreation Center), with 285 student opt-ins and 95 employee/spouse memberships. We have also formed an SWRC Advisory board; student, with both faculty and staff involvement

Reflecting the college's decreased enrollment, the FY18 Student Union fee (\$93 per student) and the FY18 SWRC fee (\$87 per student) combined total was \$1,106,460, a negative -7.73% variance from FY18 forecast to FY18 budget. The FY18 Building and Operational Revenues were down -\$14,905, and Expenses were down -\$135,894, with the overall FY18 Net Revenue of Buildings and Operations deficit at -\$150,799. For all operations, our FY18 net loss was -\$214,594 forecast, with -\$88,527 budget, a variance of -\$126,067.

FY19 Impact items reflect a -\$51,000 decrease or -5% variance from FY19 budget to FY18 forecast.

- Personnel expenses for FY19 reflect a 3% increase for full-time benefitted staff, to be in-line with the college-wide 3% increase for personnel.
- The Bookstore year-one commission guarantee will end this year.
- There is a Dining Services RFP in progress, with a targeted date of June 6, 2018 for proposer selection, and an anticipated start date August 1, 2018. There was discussion among the commissioners regarding whether they would need to approve the contract. Ms. Garcia stated that if the commissioners had no objections to us proceeding with the RFP process, then North Idaho College would sign the contract. We would request that one of Commissioners be on the selection committee.
- The Student Wellness and Rec Center will start Sunday closure in FY19. There was discussion regarding this, with the commissioners stating that it made sense for the summer but we might want to consider opening on Sundays in the winter.

The Net Income/Loss for all operations, FY19 budget of \$3,994 versus FY18 forecast of negative -\$214, 594.

Debt Service Summary

The Series 2012 Residence Hall bond matures in 2022. The total debt service for the 2012 bond and 2016 SWRC bond shows a fund Balance Support for FY18 of \$224,000, and \$266,000 for FY19.

Action Item: Commissioner Armon moved to approve the FY19 budget proposal for Dormitory Housing Commission operations; Commissioner Patano seconded the motion. Motion Carried.

GOOD OF THE ORDER/PUBLIC COMMENT:

Vice President for Student Services Graydon Stanley wanted to recognize Heather Erickson, Director of Student Life and Leadership, and Caleb Weeks, our Student Body President, who put together led the process of the student fee advisory committee.

Action Item: ADJOURNMENT

Commissioner Marcheso moved to adjourn the meeting; Commissioner Armon seconded motion; Motion passed. Meeting was adjourned at 1:15 p.m.

DRAFT