Roll Call

Sedgwick County Technical Education and Training Authority Governing Board of Wichita Area Technical College, Finance and Facilities Committee, Sedgwick County, Kansas, held a joint meeting at the NCAT Campus, 4004 N. Webb Rd, Wichita, KS at 3:02 pm February 10, 2012

Present: Lyndy Wells, John Dieker, Dave Unruh, Doug Brantner, Dr. Tony Kinkel, Marv Duncan, Kirk Peterson

Absent: Rich Jiwanlal

Reports

Financial Report – Doug Brantner

January Highlights
Spring enrollment continues upward trend
Higher revenues driven by Spring enrollment
Equipment purchases beginning to catch up with budget
Cash was about $100,000 above plan with student receipts and controlled spending driving the results.
Received second half of PSA funds from State and the funding from the county.
Reviewed and discussed FY2012 January Balance Sheet, Income Statement and Cash Flow Statement
We will end the year with $3,984,571 in the bank.
Motion to accept January Financials and present at our next SCTETA Board was discussed; and thereupon on motion of Board member John Dieker, seconded by Dave Unruh it was approved.

Purchasing Policy – Doug Brantner

(powerpoint presentation)

Approval process and changes
Less than or equal to $200 – approval by the department director or manager only is needed
More than $200 – approval by the department director/manager and appropriate Vice President/Executive Director
Less than $10,000 there are no formal bid requirements
Purchases between $10,000 - $25,000 minimum two bids required
Purchases over $25,000 minimum three bids required

President's Report – Dr. Tony Kinkel

FY2013 Base Budget
Reviewed the FY2013 Budget Summary
2013 Preliminary Base Spend Budget is $15,765,362
2013 Total Preliminary Spend Budget before Debt is $19,801,754
2013 Fixed/Debt Payments:
- Banner Debt Payment - $620,129
- Cowley Debt Payment - $1,000,000
- Less Reserve for Debt Step Payment ($250,000)
2013 Total Preliminary Spend Budget $21,171,833

Dr. Kinkel will be asking for a Budget Initiative of 4% raise across the board for all employees. Total cost will be about $360,000 with benefits.

The Leadership Team is looking into a tuition increase and will bring comparison to the SCTETA Board meeting

Adjournment

At approximately 4:30 p.m., the meeting adjourned.

Approved:  Signature  Dated