

**WVSOM Board of Governors
Finance and Audit Committee
Friday, March 9, 2018 – 10:30 am
Location: Room #2, John Manchin, II, DO Conference Center
Clinical Evaluation Center**

Committee Members Present:

Gregory Burton, Chair
Cheryl Schreiber (Via TeleConference)
Steven Sarver (Via TeleConference)

Committee Members Absent:

David Ramsey

Guests Present:

Charles Davis, D.O. - Chair
Michael Adelman, D.O. - President
Jim Nemitz, D.O. – Vice President for Administration and External Relations
Larry Ware – Vice President for Finance and Facilities
Dr. Robert Holstein – Vice Chair
Stella Dodrill – Manager, Payroll Senior
Sherri Miller – Classified Staff Representative
Cheryl Baker – Executive Administrative Assistant

I. Call to Order/Roll Call

The meeting was called to order by Chairman Burton.

II. Approval of Minutes

It was moved and seconded to approve minutes of January 26, 2018 as presented.
Motion Carried.

III. Committee Items

a. Budget 2018-2019

Mr. Ware reviewed the three resolutions contained in the 2018-2019 Budget that was presented during the January 26th, 2018 Board Meeting:

1. To approve the FY19 budget
2. Provide a 3% salary increase for all employees (or whatever the state mandates)
3. Equity adjustments by Human Resources.

The committee moved to recommend the three resolutions to the Board.

b. Update on 2017 Financials

Mr. Ware updated the committee on the current financials for the school as of January 31, 2018.

c. Agreements:

i. Air Filters

Mr. Ware updated the committee on the bid process for renewal of the air filter contract. The lowest bidder was Mason and Barry, at \$226,772.00 for a three year bid. The Committee moved to recommend to the board approval for Mr. Ware to begin contract negotiations for the Air Filter Contract with Mason and Barry.

ii. HVAC Replacement in Technology Building

Mr. Ware updated the committee on the bid process to replace HVAC units in the Technology Building. Nitro Mechanical had the lowest bid at \$407,653.00. The Committee moved to recommend to the board approval for Mr. Ware to begin contract negotiations for the HVAC Unit Replacement in the Technology Building with Nitro Mechanical.

d. Hear reports from School's administration, gather information and prepare recommendations to full Board upon request of the Chair

Mr. Ware addressed the idea that the school could start offering tuition waivers and offer a tuition discount to the "best and brightest" students. Chairman Burton stated that he supports the idea, and asked that a more detailed proposal with amounts be presented at the next board meeting.

IV. Next Committee Meeting Date: Friday, June 8, 2018

V. Adjournment

It was moved and seconded to adjourn.

Motion Carried.

Approved on June 8, 2018:

Gregory Burton, Chair