

**WVSOM Board of Governors  
Finance and Audit Committee  
Friday, June 5, 2020 – 9:00 am  
Location (Board Members Only): Room #2, John Manchin, II, D.O.,  
Conference Center  
Clinical Evaluation Center**

**Teleconference Information: 1-855-749-4750 (Toll Free)  
27531463 Attendee access code**

**Committee Members Present via telephone:**

Gregory Burton, Chair  
Cheryl Schreiber

**Committee Members Absent:**

David Ramsey

**Guests Present:**

Larry Ware, VP for Finance and Facilities  
Debbie Green, Administrative Assistant Senior  
Todd Trent, Network Administrator  
Kyle Jones, Media Specialist  
Nicholas Cornwell, Media Specialist  
Michael Fowler, Interim Director Media Services  
Stella Dodrill, Manager, Payroll Senior

**I. Call to Order/Roll Call**

The meeting was called to order by Chairman Burton.

**II. Approval of Minutes**

- A. March 20, 2020—Minutes were approved. Cheryl Schreiber made the motion and Gregory Burton seconded. The motion carried.

**III. Committee Items**

- A. FY 2019-2020 Financial Update (*Ware*) – Benchmark for revenue and expenses with the report given from April 30, 2020 would be 83%.

Revenue is at 96% and expenses are at 68%. Computer supplies are over budgeted amount due to COVID related expenses and the decision to buy student laptops early for Fall 2020 incoming class.


- B. Tuition Waivers – Spring Semester (*Ware*)
- C. Hear reports from School’s administration, gather information and prepare recommendations to full Board upon request of the Chair.

Due to the uncertainty that COVID has created, the Board of Governors will be asked to delay the 2% increase for employees from July 4, 2020 to January 2, 2021 and change the date for employees hired to be eligible from April 30, 2020 to September 30, 2020.

- III. **Next Committee Meeting Date:** Friday, September 11, 2020 (*John Manchin, II, D.O. Conference Center, WVSOM Campus, Lewisburg, WV*)

#### IV. **Adjournment**

Approved on June 18, 2021

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Gregory Burton, Chair