

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**January 20, 2021
Board Budget Workshop**

The Board of Trustees of Frederick Community College met virtually due to the COVID-19 public health emergency.

In Attendance:

Trustees Dr. John Molesworth, Chair; Tom Lynch, Vice Chair; Ellis Barber; Nick Diaz; Gary Fearnow; Carolyn Kimberlin; and Dr. April Miller. Also in attendance: President Elizabeth Burmaster, Secretary/Treasurer of the Board; Janice Spiegel, Director of Education and Special Initiatives; Dr. Cathy Jones, Vice President (VP) for Finance; Lauren Leatherman, Student Government Association VP of Administration; and Kari Melvin, Recording Secretary.

Board Chair Molesworth opened the meeting at 4:33 p.m.

President Burmaster stated that the purpose of the workshop is to see where we are at this point in the budget development process. The workshop will focus on what we know and what we do not know as we prepare to bring a preliminary budget to the Board of Trustees next month. Anything presented this evening could change by the time the preliminary budget is developed. The workshop will also focus on the impact of our revenue sources for FY 2022. Funding from Frederick County and the state of Maryland will not be known until much later in the process.

VP Jones overviewed the operating budget development process and what the College may include in a preliminary budget estimate for FY 2022.

VP Jones detailed the priorities of the FY 2022 budget which are to:

- Create an FY 2022 Operating Budget which aligns fiscal resources with emerging, ongoing, and annual strategic priorities.**
- Provide affordable tuition and fees for students.**
- Provide an increase in compensation to employees.**
- Utilize existing resources through reallocation.**
- Ensure the fiscal stability and sustainability of the College.**

The Trustees expressed support for the following to be included in the development of the preliminary FY 2022 operating budget:

- **An increase to in-county tuition of \$1/credit, with a similar percentage increase to out-of-county/out-of-state tuition.**
- **An increase of \$0.60 to the Consolidated Service Fee.**
- **No increase to the Student Activity Fee.**
- **Continue all of the existing benefits for College employees.**
- **Understanding that funding for compensation increases is dependent on new revenue from the County, a 2% cost of living adjustment for all employees in the preliminary budget request.**

The preliminary FY 2022 operating budget will be presented to the Board at the February 10, 2021 Board meeting. If approved, it will be submitted to the County Executive, who will hold a public hearing in March 2021. President Burmaster and VP Jones will participate in the public hearing with the County Executive in March and will also participate in a public hearing with the County Council in April in order to support the budget request for the College. The final FY 2022 Operating Budget will be presented to the Board of Trustees in May 2021 and, if approved, submitted to the County Council for final approval prior to June 30, 2021.

The meeting was adjourned at 5:27 p.m.

**Elizabeth Burmaster
Secretary/Treasurer**

**Prepared by Kari Melvin
Office of the President
Frederick Community College**