

**BOARD OF TRUSTEES  
FREDERICK COMMUNITY COLLEGE**

**January 7, 2019  
Board Budget Workshop  
Chris T. Matthews Board Room (A201)**

**In Attendance:**

**Trustees Debra S. Borden, Chair; Dr. John Molesworth, Vice Chair; Ellis Barber; Nick Diaz; Gary Fearnow; Carolyn Kimberlin; and Tom Lynch. Also in attendance: President Elizabeth Burmaster, Secretary/Treasurer of the Board; Education Liaison Janice Spiegel; and Dana McDonald, Vice President (VP) for Finance.**

**Board Chair Borden opened the meeting at 6:00 p.m.**

**President Burmaster welcomed everyone to the informal workshop. She stated that the scenarios presented this evening are preliminary and noted that funding from Frederick County and the state of Maryland will not be known until much later in the process.**

**VP McDonald overviewed the operating budget development process and what the College may include in a preliminary budget estimate for FY 2020.**

**VP McDonald detailed the priorities of the FY 2020 budget which are to:**

- 1. Create an FY 2020 Operating Budget which supports the FCC 2020 Strategic Plan.**
- 2. Provide affordable tuition and fees for students.**
- 3. Provide an increase in compensation to employees.**
- 4. Utilize existing resources through reallocation.**

**The Trustees expressed support for the following to be included in the development of the preliminary FY 2020 operating budget:**

- An increase to in-county tuition by up to \$3/credit and out-of-county/out-of-state tuition by up to 2.46%.**
- An increase in the consolidated service fee of \$1.00/credit.**
- An increase in the student activity fee of \$0.10/credit (10 credit max) to provide additional funding for service learning.**
- Continue all of the existing benefits for College employees.**

**Scenarios for compensation increases were reviewed with the Trustees and ranged from \$355,000 for a 1% across the board Cost of Living Adjustment (COLA) up to \$1.35 million for a step increase for all regular employees and a 3.5% COLA for all other employees. Funding for compensation is dependent upon revenue from the County.**

**The FY 2020 Preliminary Operating budget will be presented to the Board at the February 20, 2019 Board meeting. If approved, it will be submitted to the County Executive, who will hold a public hearing in March 2019. President Burmaster and VP McDonald 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 2020 Operating Budget will be presented to the Board of Trustees in May 2019 and, if approved, submitted to the County Council for final approval prior to June 30, 2019.**

**The meeting was adjourned at 7:44 p.m.**

**Elizabeth Burmaster  
Secretary/Treasurer**

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