



North Idaho College

Dormitory Housing Commission Annual Meeting Minutes

June 23, 2020 at 4:00 p.m.

Edminster Student Union Building, Driftwood Bay Room
and by Zoom

Call to Order and Verification of Quorum

Commissioner Armon called the meeting to order at 4:01 p.m. and verified that a quorum was present.

Attendance:

Commissioner Present in person: Commissioner Thomas
Commissioner Present by Zoom: Commissioner Armon, Vice Chair
DHC Secretary Present in person: Sarah Garcia

Action Item: Review/Approval of Minutes:

The minutes from March 19, 2019 were reviewed.

***Commissioner Armon moved to approve the minutes of March 19, 2019 as presented;
Commissioner Thomas seconded the motion; Motion passed unanimously.***

NEW BUSINESS:

Action Item: Tab 1: FY21 Annual Budget Proposal, Dormitory Housing Commission Operations

Sarah Garcia

Sarah Garcia, DHC Secretary presented for Steve McGroarty who was unable to attend. The presentation included anticipated net revenue and expenses for the commission for FY20. Slide 2 included revenue for FY21.

Commissioner Armon asked about the residence hall occupancy and impact on revenue. Vice President Graydon Stanley responded that with the consultation of Panhandle Health, it has been determined that we will allow occupancy of the residence hall to be 108 for the fall and

that all of those rooms have been spoken for. There are additional potential residents on a wait list. Commissioner Armon remarked that it was encouraging to hear that.

Commissioner Armon also asked about enrollment for fall. Currently we are trending at 11% below last year, and we are budgeting for a 9% decline. Many students are waiting to the last minute and we will not have a firm understanding of fee revenue until closer to the start of the fall semester.

Expenses were discussed. Commissioner Armon commented that the repair and maintenance request for the water heater and boiler was very reasonable. Commissioner Armon also expressed appreciation for the cost sharing for the Student Wellness and Recreation Center (SWRC) Director with the athletics program.

In the overall big picture, we are in a good place based on a healthy fund balance and prudent management of expenses. The fund balance is currently in the range of \$4M. That will give us time to weather this storm and prepare for the future.

Ms. Garcia made a motion to approve. Commissioner Armon asked if we need to have a separate motion for the water heater and boiler. Ms. Garcia commented that the budget approval would include approval of the water heater and boiler.

Action Item: Commissioner Armon made a motion to approve the FY21 budget proposal for Dormitory Housing Commission operations; Commissioner Thomas seconded the motion. Discussion by Commissioner Armon to revisit and discuss the budget in the fall (September) when more is known about enrollment. Ms. Garcia agreed that it would be prudent and volunteered to have a discussion with Mr. McGroarty. Ms. Garcia shared we will be doing the same for the college budget and college board will want to stay informed on DHC as well. Motion passed.

Ms. Garcia turned meeting back over to Commissioner Armon.

Action Item: ADJOURNMENT

Commissioner Armon moved to adjourn the meeting; Commissioner Thomas seconded motion; Motion passed. Meeting was adjourned at 4:29 p.m.