Ms. Reese opened the meeting at 4:05 pm.

**New Business**

- The minutes from the February 26, 2014, meeting was reviewed. No corrections were noted. Mr. McMillan made a motion to accept the minutes; it was seconded by Mr. Goodson. The Committee voted to accept the minutes for file purposes.
- **FY 2015 Local Funds Budget:** Ms. Reese gave an overview of the FY 2015 budget:
  - Page 2, General Funds-Revenue: The dollar amounts within parentheses indicate a reduction in revenue based on (1) anticipated reduced profit from the Bookstore; (2) lower lease payment for the new Workforce Center in Williamsburg; and (3) less profit from the vending machines.
  - Page 2, General Funds-Expenditures: Under the line item Public Information Announcements, $322,500 will be moved to the state budget in anticipation of lower bookstore profits. Mr. Nurnberger shared that the College currently receives some funds from the state and this transfer will be done to increase the PR budget.
  - Page 3, Student Activities Fund: The increases in the Student Activity Fees line item results from the anticipated increase in Student Fees and from the sale of bus passes for the Williamsburg Area Transit
Authority (WATA). Mr. Nurnberger pointed out that the increase in the Intramurals line is the result of paying the coaches overtime for their participation in the College’s sports programs.

- **Page 5, Projected Projects FY 2015:** The projects listed are those anticipated to be accomplished next fiscal year. Mr. Nurnberger stated that the current balance in this fund can be found on page 9 of the Third Quarter FY 2014 Local Funds Statement.

- **Page 7, Auxiliary-Parking Fund:** Ms. Reese pointed out the anticipated expense of $300,745 for parking lot paving. Mr. MacMillan asked if this dollar amount was reflected in the Auxiliary Reserve Plan for College Parking Facilities share with the Board. Mr. Wilke responded yes. Mr. Nurnberger pointed out the $25,000 listed for Snow Removal, saying the budget had gone over this past year due to the excessive snow events.

Ms. Reese asked if there were any additional questions on the draft FY 2015 budget; none were advanced. Mr. Goodson made the motion to have the budget approved by the Board; the motion was seconded by Mr. MacMillan. All committee members were in agreement.

- **Auxiliary Reserve Plan for College Parking Facilities:** Ms. Reese asked if there were any questions regarding this document. Mr. Nurnberger stated that the College was required to submit a biennial parking plan which needed to be approved by the local Board and signed by the President. There were no questions. Mr. MacMillan made the motion to request the Board approve the plan; it was seconded by Mr. Owens. The committee members were in agreement.

- **FY 2014 Third Quarter Local Funds Statement:** Mr. Nurnberger made one comment on the current statement. He noted that the $20,000 from the Library was reduced due to the implementation of a new system of students paying for any copies they required.

- **Historic Triangle Master Plan Update:** Ms. Reese invited the representatives from Moseley Architects and EEE Consulting to give an overview of the Historic Triangle Master Plan. Mr. Pawloski distributed handouts of the proposed plan. He stated that they had initiated the process in October 2013, and met with various groups in an effort to learn what was important to each. He noted several themes emerged from these meetings:
  - Retain the natural beauty and habitat of the campus.
  - Easy access to parking, convenient drop-off/pick-up points, and outdoor gathering spots.
  - How to incorporate additional parking.
  - The opportunity to extend a loop road, possibly making that a one-way street.
With reference to additional parking, Mr. Pawloski stated that by 2028, the campus would need to include a parking deck as dictated by the state. He shared that the handout separated the Master Plan into different phases: 2018, 2023, and 2028. Ms. White asked if any consideration had been given to a water feature. Mr. Kramer stated that incorporating a water feature would be an issue, in light of the new storm water restrictions. Ms. Reese asked Mr. Pawloski if the walking trail would include benches and trash cans; he said it would, along with lighting fixtures. Referring to the plan for 2028 and the inclusion of a Workforce building on the campus, Mr. Goodson asked if it would be more prudent to move the construction to an earlier time, thereby relieving the localities from contributing to a lease payment on an off-site facility. Mr. Kramer stated that it might be possible. Mr. Hixson provided an overview of any potential concerns regarding storm water restrictions, noting that the Historic Triangle is in compliance and he does not anticipate any issues in the future. He has confirmed with officials in James City Country and the College is in compliance with existing as well as the new storm water stipulations. Mr. Goodson asked if the proposed walking trail was considered low impact; Mr. Hixson replied that it did not qualify as “land disturbance.”

There was no other business to be discussed. The meeting adjourned at 4:58 p.m.

Respectfully submitted,

Charles A. Nurnberger
Vice President for Finance and Administration