



West Shore Community College  
Public Budget Hearing of Proposed 2020 - 2021 Budget  
Monday, June 22, 2020 3:45 PM (EDT)  
3000 N. Stiles Rd. Scottville Michigan 49454  
North Lounge and Via Zoom

- I. Call to Order - Smith
- II. Roll Call and Pledge of Allegiance - Smith
- III. Welcome - Smith
- IV. Approval of Agenda - Smith
- V. Declaration of Public Hearing - Smith
  - A. General Remarks and Presentation of Budget - Jensen
    - 1. FY 2021 General Fund Budget
    - 2. FY 2021 Auxiliary Fund Budget
    - 3. FY 2021 Capital Fund Budget
  - B. Analysis of Budget - Ward
- VI. Public Comments - Smith
- VII. Board Member Comments - Smith
- VIII. Adjournment - Smith

**West Shore Community College  
Scottville, Michigan**

**MEMORANDUM**

**TO: Board of Trustees**

**FROM: Scott C. Ward, President**

**DATE: June 22, 2020**

**SUBJECT: Fiscal Year 2020-2021 General Fund Budget Proposal**

I have attached to this memorandum the General Fund Budget proposal for fiscal year 2020 – 2021 for your information.

The General Fund Budget proposal was favorably reviewed by the Board Administrative Committee at their meeting held on June 17, 2020.

**Recommended Motion:**

**Approve the General Fund Budget proposal for Fiscal Year 2020 – 2021 as presented.**

**West Shore Community College**  
**FY2021 General Fund Budget**  
**June 22, 2020**

	<u>FY2020</u>	<u>Proposed FY2021</u>	<u>% Change</u>
<b><u>REVENUES</u></b>			
Tuition & Fees	\$ 3,033,700	\$ 2,882,015	-5.0%
Property Taxes	\$ 6,889,920	\$ 7,083,759	2.8%
State Appropriations	\$ 2,612,000	\$ 2,351,000	-10.0%
PPT Local Comm Stabilization	\$ 394,000	\$ 395,000	0.3%
Other Income	\$ 360,000	\$ 342,000	-5.0%
<b>Total Revenues</b>	<b>\$ 13,289,620</b>	<b>\$ 13,053,774</b>	<b>-1.8%</b>
<b><u>EXPENDITURES</u></b>			
<b>Instruction</b>			
General Education	\$ 2,241,175	\$ 2,277,800	1.6%
Business & Human Services	\$ 788,633	\$ 892,417	13.2%
Tech & Indust Occupations	\$ 392,080	\$ 254,263	-35.2%
Health Occupations	\$ 762,099	\$ 792,715	4.0%
Developmental Education	\$ 336,212	\$ 329,628	-2.0%
Personal Interest & Human Dev	\$ 62,350	\$ 62,350	0.0%
<b>Total Instruction</b>	<b>\$ 4,582,549</b>	<b>\$ 4,609,173</b>	<b>0.6%</b>
<b>Information Technology</b>	<b>\$ 798,466</b>	<b>\$ 833,237</b>	<b>4.4%</b>
<b>Public Service</b>	<b>\$ 540,948</b>	<b>\$ 546,595</b>	<b>1.0%</b>
<b>Instructional Support</b>	<b>\$ 1,514,626</b>	<b>\$ 1,314,810</b>	<b>-13.2%</b>
<b>Student Services</b>			
Student Services	\$ 806,557	\$ 884,287	9.6%
Financial Aid	\$ 443,389	\$ 436,200	-1.6%
<b>Total Student Services</b>	<b>\$ 1,249,946</b>	<b>\$ 1,320,487</b>	<b>5.6%</b>
<b>Institutional Administration</b>	<b>\$ 2,390,269</b>	<b>\$ 2,244,310</b>	<b>-6.1%</b>
<b>Physical Plant</b>			
Physical Plant Operations	\$ 1,402,216	\$ 1,349,700	-3.7%
Energy Services	\$ 651,600	\$ 671,148	3.0%
<b>Total Physical Plant</b>	<b>\$ 2,053,816</b>	<b>\$ 2,020,848</b>	<b>-1.6%</b>
<b>Total Expenditures</b>	<b>\$ 13,130,620</b>	<b>\$ 12,889,460</b>	<b>-1.8%</b>
<b>Transfers Out</b>	<b>\$ 42,000</b>	<b>\$ 74,000</b>	
<b>Operating Balance (Deficit)</b>	<b>\$ 117,000</b>	<b>\$ 90,314</b>	

**West Shore Community College  
Scottville, Michigan**

**MEMORANDUM**

**TO: Board of Trustees**

**FROM: Scott C. Ward, President**

**DATE: June 22, 2020**

**SUBJECT: Fiscal Year 2020 – 2021 Auxiliary Fund Budget Proposal**

I have attached to this memorandum the Auxiliary Fund Budget proposal for fiscal year 2020 – 2021. The auxiliary fund includes Bookstore/Cafe, Catering and Vending, the Ice Arena, and Recreation Services.

The Auxiliary Fund Budget proposal was favorably reviewed by the Board Administrative Committee at their meeting held on June 17, 2020.

**Recommended Motion:**

**Approve the Auxiliary Fund Budget proposal for fiscal year 2020 – 2021 as presented.**

**West Shore Community College**  
**FY2021 Auxiliary Fund Budget**  
**June 22, 2020**

	<u>FY2020</u>	<u>Proposed FY2021</u>	<u>% Change</u>
<b>Bookstore/Café</b>			
Revenue	\$ 122,250	\$ 100,700	-17.6%
Expenditures	145,850	138,480	-5.1%
Transfers	-	-	
<b>Net Income (Loss)</b>	<b>\$ (23,600)</b>	<b>\$ (37,780)</b>	
<b>Catering and Vending</b>			
Revenue	\$ 103,500	\$ 54,430	-47.4%
Expenditures	80,600	71,430	-11.4%
Transfers	-	17,000	
<b>Net Income (Loss)</b>	<b>\$ 22,900</b>	<b>\$ -</b>	
<b>Ice Arena</b>			
Revenue	\$ 176,500	\$ 159,000	-9.9%
Expenditures	176,515	168,000	-4.8%
Transfers	-	9,000	
<b>Net Income (Loss)</b>	<b>\$ (15)</b>	<b>\$ -</b>	
<b>Recreation Services</b>			
Revenue	\$ 265,300	\$ 219,950	-17.1%
Expenditures	306,300	267,950	-12.5%
Transfers	42,000	48,000	14.3%
<b>Net Income (Loss)</b>	<b>\$ 1,000</b>	<b>\$ -</b>	
<b>Total Auxiliary Revenue</b>	<b>\$ 667,550</b>	<b>\$ 534,080</b>	<b>-20.0%</b>
<b>Total Auxiliary Expenditures</b>	<b>\$ 709,265</b>	<b>\$ 645,860</b>	<b>-8.9%</b>
<b>Total Auxiliary Transfers In</b>	<b>\$ 42,000</b>	<b>\$ 74,000</b>	<b>76.2%</b>
<b>Total Auxiliary Fund</b>	<b>\$ 285</b>	<b>\$ (37,780)</b>	

<b>Fund Balance:</b>	<b>FY20 Beg Balance</b>	<b>FY20 Activity Through 4/30/2020</b>	
Bookstore	(422,864)	44,725	(378,139)
Catering/Vending	138,644	(2,690)	135,954
Ice Arena	69,713	(31,931)	37,782
Rec Center	6,744	(10,105)	(3,361)
	<u>(207,763)</u>	<u>(1)</u>	<u>(207,764)</u>

**West Shore Community College  
Scottville, Michigan**

**MEMORANDUM**

**TO: Board of Trustees**

**FROM: Scott C. Ward, President**

**DATE: June 22, 2020**

**SUBJECT: Fiscal Year 20-21 Capital Fund Budget Proposal**

I have attached to this memorandum the Capital Fund Budget proposal for FY20-21 for your information.

The Capital Fund Budget proposal was favorably reviewed by the Board Administrative Committee at their meeting held on June 17, 2020.

**Recommended Motion:**

**Approve the Capital Fund Budget proposal for FY20-21 as presented.**

**West Shore Community College**  
**FY2021 Capital Fund Budget**  
**June 22, 2020**

	<u>FY2020</u>	<u>Proposed FY2021</u>	<u>% Change</u>
<b>REVENUES</b>			
Property Taxes	3,113,285	2,089,309	-32.9%
Interest Income	190,000	97,142	-48.9%
Total Revenue	<u>3,303,285</u>	<u>2,186,451</u>	-33.8%
<b>EXPENDITURES</b>			
Equipment	178,039	180,939	1.6%
Technology	211,347	193,512	-8.4%
Current Projects	4,673,000	1,880,000	-59.8%
Deferred Maintenance, ADA	250,899	250,000	-0.4%
Roadways/A House/B House	200,000	240,000	20.0%
Total Expenditures	<u>5,513,285</u>	<u>2,744,451</u>	-50.2%
Transfer from Fund Balance	<u>2,210,000</u>	<u>558,000</u>	
Operating Balance (Deficit)	<u><u>-</u></u>	<u><u>0</u></u>	

Description	Capital Type
Wound Care Assessment Set - Male, brown	Equipment
MamaSim left leg	Equipment
Autoclave	Equipment
Cambro Shelving - Plastic with Poly Exterior Steel	Equipment
Trauma Moulage Kit for EMT Manikiins	Equipment
Shortening Disposal Caddy	Equipment
CPR/Trauma Manikin	Equipment
Manual Rotatry Microtome	Equipment
Special Needs Infant Manikin	Equipment
Classroom Microscopes	Equipment
Chester Chest Vascular Trainer Chest Simulator	Equipment
Van - Catering	Equipment
Band Instruments	Equipment
Replacement mics and a couple of additional mics	Equipment
(12) Motorola Hand Held Radios & Chargers	Equipment
Cholestech LDX Analyzer, Spirometer, Holter Monitor, Curtain for Nurse Aide Testing Room	Equipment
Obstetrical Manikin w/Carry Bag	Equipment
Complete ACR4 System with Harnesses & Straps	Equipment
Cholestech Analyzer	Equipment
Holter Monitor	Equipment
UTV - Maintenance	Equipment
Library Books	Equipment
Textbook Reserve Program	Equipment
Spirometer	Equipment
Conductors Music Stand	Equipment
<b>EQUIPMENT TOTAL</b>	
Classroom Computers for PMT	Technology
Go Pro and accesories for live streaming and remote send	Technology
12 Strand Single Mode Fiber (Direct Burial) & Transcievers (Lasers), various sized replacement hard drives (300GB – 4 TB) and rotational speed (7200, 10,000, and 15,000 rpm)	Technology
Portable Zoom Room	Technology
Portable Document Camera	Technology
WSCC Mobile Plan	Technology
Mobile Events Audio Setup System	Technology
<b>TECHNOLOGY TOTAL</b>	
<b>CAPITAL TOTAL</b>	

## OTHER EQUIPMENT FUNDS

### FEDERAL PERKINS FUND EQUIPMENT PURCHASES

Hospital Bed	Equipment
Curtain and rail for Nurse Aide Testing Room	Equipment
HAAS ST -10 CNC Turning Center w/Automatic Tool Presetter	Equipment
Medical Stretchers, quantity	Equipment
(2) Glock 17R Training Weapon	Equipment



(6) Glock 17T Gen 4 9mm FX w/night sights & 3 magazines

Equipment

**PERKINS TOTAL**

**CARES Act Grant**

WSCC Mobile Plan

Technology

Equipment Cost	
\$	2,334.00
\$	7,038.10
\$	8,388.85
\$	1,346.75
\$	580.10
\$	832.00
\$	995.92
\$	11,832.30
\$	618.00
\$	22,000.00
\$	812.00
\$	37,000.00
\$	16,475.00
\$	7,379.64
\$	7,228.00
\$	5,509.72
\$	622.29
\$	748.75
\$	2,508.59
\$	1,407.96
\$	22,500.00
\$	15,000.00
\$	5,000.00
\$	2,013.00
\$	768.00
<b>\$</b>	<b>180,938.97</b>
\$	6,000.00
\$	1,471.92
\$	21,000.00
\$	3,000.00
\$	9,350.00
\$	150,000.00
\$	2,690.00
<b>\$</b>	<b>193,511.92</b>
<b>\$</b>	<b>374,450.89</b>

\$	2,869.00
\$	500.00
\$	16,000.00
\$	4,290.00
\$	2,550.00

\$	3,373.00
\$	<b>29,582.00</b>

\$	75,000.00
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