

**MINUTES**  
**Marshall University Board of Governors**  
**Teams Meeting/virtual**  
**September 24, 2020**

Present: Shawn Ball, Dr. Kathy D 'Antoni, James L. Farley, Patrick Farrell, Chairman, Donald Holcomb, Chris Miller, Angel Moore, Samuel Moore, William Noe, Geoffrey Sheils, William Smith, Toney Stroud, Sandra Thomas, Carol Hurula, Dr. Dan Holbrook, Anna Williams

**I. Call to order**

Chairman Farrell called the meeting to order and explained the process for the steps of approval for the budget for the Fiscal Year 2020-2021. First order of business, the Athletic Committee will have a discussion, then vote by Athletic Committee members only. Next, the Finance, Audit & Facilities Planning Committee will consider and discuss, and the Finance Committee will vote. Then the full Board will consider the same questions, actions, and vote. Lastly there will be an Executive Session to discuss real estate and personnel matters.

**II. Athletic Committee**

A proposed budget was given to the Athletic Committee, and Mr. Miller, Chair of the Athletic Committee, discussed the budgets provided. There was a 2020 approved budget, a placeholder budget, and a proposed budget presented. Mr. Miller discussed how COVID had changed business for everyone, including the University, and all must be prepared to tighten up and manage finances through these difficult times. Mr. Miller discussed the continuous use of reserves to balance the athletic department budget and loans. Mr. Robinson discussed that the University required athletics to present a balanced budget and what it would take. They showed documentation of how many positions they would need to cut plus the salary reductions that the University was doing, and because some were under contract. Mr. Steele said the number of reductions was 38 positions to balance the budget. There are ten vacancies, and those have been zeroed out. Mr. Sheils questioned the increase in the budget number, and it was explained that the federal government changed the exempt salary minimum for staff in the FY 2020 budget from \$24,000 to \$35,000. Many athletics positions were at the minimum, which is why it has increased, and last year one of our coordinators was paid by another institution, so the salary was not shown that year.

A conversation regarding the loan and reserve ensued. The goal is to balance the budget. Mr. Robinson explained that even without adding the pandemic into it, in one year it would be challenging to do unless we would make some reduction in sports or personnel. We have 16 sports, which is the requirement for Division I. If we wanted to reduce substantial personnel, we would have to eliminate some sports, go to the NCAA, and ask permission to eliminate them.

There was much discussion about loans and institutional support to Athletics. Chair Miller reminded all to be very mindful and frugal and manage using a lean and tight manner through these difficult times to make sure we follow through our fiduciary duty and preserve both the Athletics Department's and University's long-term integrity.

Mrs. Moore moved the committee authorize short-term spending for the second quarter of FY 20-21, keeping the placeholder budget intact, in accordance with the placeholder budget of 25,425,005. Dr. Holbrook seconded it. Motion carried.

Athletic Committee adjourned.

### **III. Finance, Audit & Facilities Planning Committee**

Mr. Sheils, Chair of the Finance, Audit & Facilities Planning Committee, made sure there was a quorum in place. There is one, the meeting commenced. The core operating budget shows we did not have as big of an enrollment decline, which means all of Level 2 would not need to be implemented as initially indicated. Instead of \$4.9 million, the revised number is \$488,008 in additional cuts. This was envisioned three months ago, and good to see that in action. In other components, there are no changes in a lot of them. In the Auxiliary budget, we have adjusted housing due to the deferrals for this semester.

There were some clarifications regarding the reserves. We are using the reserves for the investment of the aviation program and capital reserve fees to conduct repairs and replacements on the physical plant. Also of note is the \$1.2 million in grants from AEP and others for Aviation.

Mr. Holcomb questioned all positions, and in the private sector, to lighten the belt, there are other ways. President Gilbert said that every position brought to the freeze committee is looked at, both academic and departmental. This is what is being done right now.

Motion to approve authorizing short-term spending for the second quarter of FY21 by Mrs. Thomas, seconded by Mr. Holcomb. Motion carried.

Finance Committee Adjourned.

**IV. Full Board Meeting**

Chairman of the Board, Patrick Farrell continued the meeting. His first order of business was to clear up confusion regarding the June 25<sup>th</sup> meeting approval about authorizing first quarter spending for the proposed budget. We passed and approved those minutes, however, the motion was not reflected. Mr. Stroud motioned, seconded by Dr. Holbrook to correct the June 25<sup>th</sup> minutes, simply saying we authorize first quarter spending in accordance with Dr. Gilbert's proposed budget.

The corrected board minutes will be sent out.

To recap this meeting:

The Athletic Committee voted to approve 2nd quarter spending in accordance with the original placeholder budget. The Finance, Audit and Facilities Committee then approved 2nd quarter spending in accordance with the Dr. Gilbert's proposed budget for the university. Subsequently the full board upon a motion by Mr. Holcomb, seconded by Mrs. Thomas, the second quarter spending was approved. Meetings for 3<sup>rd</sup> and 4<sup>th</sup> quarter spending will be at a future board meeting.

**V. Executive Session under the authority of WV Code §6-9A-4**

Upon a motion by Mrs. Thomas, seconded by Mrs. Hurula, the Board entered Executive Session to discuss Real Estate and Construction along with Personnel Matters.

After a brief time, upon a motion by Dr. Holbrook, seconded by Mr. Farley, the Board entered open session. No action was made during the Executive Session.

**VI. Adjournment**

Chairman Patrick moved to adjourn the meeting, and hearing no objections, and the meeting was adjourned.