

UNIVERSITY OF NORTH CAROLINA
SCHOOL OF THE ARTS

Finance Committee

**Thursday, February 11, 2016
4:05 p.m. – 5:00 p.m.**

**Room 301
Hanes Student Commons**

OPEN SESSION AGENDA

Finance Committee

*Elizabeth Madden, Chair

*Phillip Horne

*Charlie Lucas

*Rob King

Jackie Riffle, *Staff Council Representative*

Jeff Morgan, *Faculty Council Representative*

Ellen Rosenberg, *Faculty Council Representative*

Carin Ioannou, *Staff*

Chris Boyd, *Staff*

David Harrison, *Staff*

*Denotes voting members

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|---------------------------------------|-------------------------|
| 1. Convene Meeting and Confirm Quorum | <i>Elizabeth Madden</i> |
| 2. Approve December 3, 2015 minutes | <i>Elizabeth Madden</i> |
| 3. Legislative Update | <i>George Burnette</i> |
| 4. UNCSA Financial Reports | <i>Carin Ioannou</i> |
| 5. Construction Update | <i>Chris Boyd</i> |
| 6. Other Business | <i>Elizabeth Madden</i> |
| 7. Adjourn | <i>Elizabeth Madden</i> |

UNIVERSITY OF NORTH CAROLINA
SCHOOL OF THE ARTS

Finance Committee Meeting

Thursday, December 3, 2015

2:50 p.m. – 3:50 p.m.

Room 301

Hanes Student Commons

OPEN SESSION MINUTES

Present

*Elizabeth Madden, *Chair*

*Phillip Horne

*Rob King

George Burnette

Lisa McClinton

Michael Rothkopf, *Faculty Council Representative*

Jackie Riffle, *Staff Council Representative*

Krista Johnson, *Staff*

David Harrison, *Staff*

Allison Burkholder, *SGA President*

Ann Maxwell, *BOG Liaison*

Jim DeCristo

David English

Convene Meeting and Confirm Quorum

Elizabeth Madden called the meeting of the Finance Committee to order and confirmed that a quorum was present.

Approval of Minutes

Elizabeth Madden requested a motion for approval of the September 24, 2015 minutes. The first motion came from Phillip Horne with a second from Rob King. There were none opposed.

Legislative Update

George Burnette presented the Finance Committee with a legislative update stating at the General Assembly is currently not in session, however, Mr. Burnette did state that there is a bond package that we need to get the word out to vote yes in order receive the funding for the remaining R&R renovations.

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UNCSA Financial Reports

George Burnette presented the Financial Analysis ending October 31, 2015 for both state and institutional trust funds. Currently we are in good shape and spending is on track.

Tuition and Fees

David English presented the recommended increases from the Tuition and Fees committee.

- Drama script fees increasing from \$10 to \$20
- Retiring the facility debt services fee
- One card replacement fee is \$5

Elizabeth Madden asked for a motion to approve the recommendation from the Tuition and Fees Committee. The first motion came from Rob King with a second from Phillip Horne. There were none opposed.

Construction Update

George Burnette gave the construction update. The Library is now complete and we're planning to move forward into phase 3 with repairing Ehle Drive in the later part of summer as well as doing some landscaping around the Administration Building and Design and Production.

George Burnette stated that the lighting project on campus which was mandated from the state is about 85% complete.

All construction details are in the board member packets.

Adjourn

The meeting of the Finance Committee of the University of North Carolina School of the Arts adjourned at 3:36 p.m.

**University of North Carolina School of the Arts
Financial Analysis as of 31-DEC-2015**

Department	*****Budget*****				*****Actual*****				% Budget Used
	Personnel	Non-Personnel	Receipts	Total Appropriations	Personnel	Non-Personnel	Receipts	Total Appropriations	
Center for Design Innovation	326,521.00	91,222.00	.00	417,743.00	161,490.54	17,020.84	.00	178,511.38	42.73
Dance	1,946,209.00	76,608.00	.00	2,022,817.00	943,047.74	47,291.31	.00	990,339.05	48.96
Design and Production	3,075,219.00	157,195.00	.00	3,232,414.00	1,524,456.40	57,852.56	.00	1,582,308.96	48.95
Drama	1,452,361.00	90,100.00	.00	1,542,461.00	726,136.47	42,916.00	.00	769,052.47	49.86
Film	3,924,299.00	144,228.00	.00	4,068,527.00	1,889,496.93	73,305.47	.00	1,962,802.40	48.24
General Academics	1,214,053.00	481,259.00	500.00	1,695,312.00	327,426.27	210,476.22	83.72	537,902.49	31.73
High School Program	1,621,899.00	46,025.00	.00	1,667,924.00	807,443.53	25,710.00	.00	833,153.53	49.95
Liberal Arts	1,617,584.00	93,773.00	86,694.00	1,711,357.00	813,702.02	40,372.90	55,559.19	854,074.92	49.91
Music	3,263,212.00	79,810.00	216.00	3,343,022.00	1,604,765.41	26,138.23	225.30	1,630,903.64	48.79
Total for Instruction	18,441,357.00	1,260,220.00	87,410.00	19,701,577.00	8,797,965.31	541,083.53	55,868.21	9,339,048.84	47.40
Administration	6,519,575.00	2,008,026.00	13,165.00	8,527,601.00	3,084,563.26	723,459.93	14,127.90	3,808,023.19	44.66
Community Outreach	77,908.00	257,896.00	335,804.00	335,804.00	12,129.63	61,290.78	286,594.47	73,420.41	21.86
Facilities	5,673,313.00	3,443,661.00	44,014.00	9,116,974.00	2,666,142.61	1,633,553.38	8,211.58	4,299,695.99	47.16
Financial Aid	.00	3,946,845.00	.00	3,946,845.00	5,283.58	3,053,172.13	4,049.77	3,058,455.71	77.49
Library	947,903.00	407,775.00	11,800.00	1,355,678.00	464,078.93	254,422.96	3,296.43	718,501.89	53.00
Reserves	.00	456,424.00	722,175.00	456,424.00	.00	.00	722,175.00	.00	.00
Student Services	988,236.00	271,746.00	11,070.00	1,259,982.00	477,340.58	97,910.21	(5.00)	575,250.79	45.66
Summer & Workshops	910,206.00	1,051,490.00	1,961,696.00	1,961,696.00	405,190.83	244,159.35	1,108,406.95	649,350.18	33.10
Tuition	.00	.00	13,955,365.00	.00	.00	.00	8,997,274.69	.00	.00
Total for Non-Instruction	15,117,141.00	11,843,863.00	17,055,089.00	26,961,004.00	7,114,729.42	6,067,968.74	11,144,131.79	13,182,698.16	48.90
Total Requirements	33,558,498.00	13,104,083.00	17,142,499.00	46,662,581.00	15,912,694.73	6,609,052.27	11,200,000.00	22,521,747.00	48.27

**University of North Carolina School of the Arts
Financial Analysis as of 31-DEC-2015**

Category	*****Budget*****					*****Actual*****				
	Receipts	Personnel	Non-Personnel	Total Expenses	Fund Balance	Receipts	Personnel	Non-Personnel	Total Expenses	Fund Balance
Academic Computing	61,293.00	.00	61,293.00	61,293.00	.00	61,476.65	.00	42,067.88	42,067.88	(19,408.77)
Academic One Card E&T	85,129.00	.00	88,596.00	88,596.00	3,467.00	54,718.67	.00	77,577.00	77,577.00	22,858.33
Admissions	148,800.00	21,275.00	139,500.00	160,775.00	11,975.00	112,053.45	10,840.47	64,240.01	75,080.48	(36,972.97)
All School Special Fees	249,049.00	36,332.00	212,967.00	249,299.00	250.00	153,612.63	21,934.37	93,867.34	115,801.71	(37,810.92)
Campus Parking	79,000.00	41,104.00	37,896.00	79,000.00	.00	67,558.40	9,640.70	5,787.99	15,428.69	(52,129.71)
Campus Store	2,000.00	.00	2,000.00	2,000.00	.00	1,342.97	.00	680.36	680.36	(662.61)
Center Stage Apartments	992,073.00	52,962.00	939,111.00	992,073.00	.00	734,293.83	25,985.65	229,802.76	255,788.41	(478,505.42)
College Activities	502,983.00	223,437.00	280,504.00	503,941.00	958.00	240,435.83	110,479.09	94,719.90	205,198.99	(35,236.84)
Commencement	26,000.00	538.00	25,462.00	26,000.00	.00	4,425.00	.00	196.91	196.91	(4,228.09)
D&P Special Fees	91,630.00	2,800.00	118,830.00	121,630.00	30,000.00	50,651.64	1,550.16	45,691.20	47,241.36	(3,410.28)
Dance Special Fees	19,600.00	.00	28,065.00	28,065.00	8,465.00	10,269.00	.00	5,113.96	5,113.96	(5,155.04)
Drama Special Fees	25,135.00	.00	25,135.00	25,135.00	.00	13,453.82	.00	18,973.77	18,973.77	5,519.95
Film Special Fees	371,004.00	39,178.00	331,826.00	371,004.00	.00	237,636.26	.00	180,341.10	180,341.10	(57,295.16)
Financial Aid	36,000.00	5,617.00	30,383.00	36,000.00	.00	25,839.75	2,947.63	4,445.53	7,393.16	(18,446.59)
Fitness Center	174,233.00	147,838.00	84,059.00	231,897.00	57,664.00	101,211.37	46,008.70	27,522.32	73,531.02	(27,680.35)
Food Services	3,025,840.00	98,248.00	2,930,010.00	3,028,258.00	2,418.00	1,502,875.82	49,451.29	995,887.03	1,045,338.32	(457,537.50)
Hanes Student Commons	477,189.00	457,907.00	64,718.00	522,625.00	45,436.00	200,675.10	230,979.39	12,276.43	243,255.82	42,580.72
Health Services	875,373.00	537,032.00	367,893.00	904,925.00	29,552.00	422,478.40	208,035.51	92,227.19	300,262.70	(122,215.70)
High School Activities	254,885.00	69,130.00	185,755.00	254,885.00	.00	83,902.66	35,962.98	50,120.92	86,083.90	2,181.24
High School Textbook Fee	34,000.00	.00	34,000.00	34,000.00	.00	33,902.10	.00	13,926.99	13,926.99	(19,975.11)
Housing Services	3,190,887.00	1,336,051.00	1,854,836.00	3,190,887.00	.00	2,000,148.64	632,551.31	598,117.82	1,230,669.13	(769,479.51)
IT Maintenance	423,862.00	.00	423,862.00	423,862.00	.00	224,357.73	.00	36,800.00	36,800.00	(187,557.73)
Liberal Arts Summer Fees	1,600.00	.00	5,600.00	5,600.00	4,000.00	.00	.00	.00	.00	.00
Mail Center	85,200.00	53,474.00	37,240.00	90,714.00	5,514.00	77,200.25	26,326.02	18,982.54	45,308.56	(31,891.69)
Music Special Fees	90,500.00	86,120.00	28,380.00	114,500.00	24,000.00	53,407.18	34,624.63	7,486.75	42,111.38	(11,295.80)
N/A	.00	.00	.00	.00	.00	15,981.80	25,218.96	14.40	25,233.36	9,251.56
One Card Administration	62,260.00	310.00	834,624.00	834,934.00	772,674.00	76,128.09	567.64	739,812.27	740,379.91	664,251.82
Orientation Fees	53,790.00	1,500.00	60,290.00	61,790.00	8,000.00	54,415.00	.00	42,220.76	42,220.76	(12,194.24)
Performance Account	370,000.00	205,750.00	164,250.00	370,000.00	.00	245,786.87	106,670.79	108,404.87	215,075.66	(30,711.21)
Registrar	.00	.00	20,000.00	20,000.00	20,000.00	3,133.00	.00	1,665.61	1,665.61	(1,467.39)
Teaching & Learning Center	116,000.00	82,118.00	33,882.00	116,000.00	.00	71,282.00	80,038.50	9,867.90	89,906.40	18,624.40
Transportation	292,890.00	133,707.00	159,183.00	292,890.00	.00	158,293.82	70,566.01	62,190.43	132,756.44	(25,537.38)
VA Special Fees	13,475.00	.00	13,475.00	13,475.00	.00	6,912.00	.00	4,697.82	4,697.82	(2,214.18)
Wellness Center	337,500.00	285,361.00	77,139.00	362,500.00	25,000.00	173,011.08	142,637.22	17,304.36	159,941.58	(13,069.50)
Total	12,569,180.00	3,917,789.00	9,700,764.00	13,618,553.00	1,049,373.00	7,272,870.81	1,873,017.02	3,703,032.12	5,576,049.14	(1,696,821.67)

UNCSA Capital Project Accounts Update

February 11-12, 2016

Repair and Renovation (R&R) Funding

Code/Item	Fund Description	Original Budget	2009 Reversion	2011 Reversion	Revised Budget	PTD Expenses	Commitments	Available Balance
41338-320	2013 Repairs and Renovation	\$1,788,627.00			\$2,504,855.85	\$137,313.22	\$148,169.41	\$2,219,373.22
45587-XXX	2014 Repairs and Renovation	\$316,800.00			\$316,800.00	\$0.00	\$0.00	\$316,800.00
	R&R Funding Sub-total	\$2,105,427.00			\$2,821,655.85	\$137,313.22	\$148,169.41	\$2,536,173.22

New Facility Funding

Code/Item	Fund Description	Original Budget	2009 Reversion	2010 Reversion	Revised Budget	PTD Expenses	Commitments	Available Balance
40638-301	Library - Advanced Planning	\$1,000,000.00	\$0.00	\$34,622.00	\$965,378.00	\$965,378.00	\$0.00	\$0.00
40738-301	Library	\$24,920,000.00	\$1,876,110.00		\$23,043,890.00	\$20,814,369.11	\$200,548.45	\$2,028,972.44
	Library Sub-Total	\$25,920,000.00	\$1,876,110.00	\$34,622.00	\$24,009,268.00	\$21,779,747.11	\$200,548.45	\$2,028,972.44
40886-301	Central Storage Facility	\$11,100,000.00	\$862,884.00		\$6,433,571.00	\$6,217,673.49	\$41,378.34	\$174,519.17
40886-301	Campus Police Facility				\$3,803,545.00	\$3,744,373.73	\$28,049.82	\$31,121.45
40886-302	Film School Production Design Facility	\$12,900,000.00	\$1,356,172.00		\$11,543,828.00	\$10,735,100.03	\$516,914.99	\$291,812.98
	All New Facility Funding Sub-total	\$49,920,000.00	\$4,095,166.00	\$34,622.00	\$45,790,212.00	\$42,476,894.36	\$786,891.60	\$2,526,426.04
	Total Capital Project Funding	\$52,025,427.00	\$4,095,166.00	\$34,622.00	\$48,611,867.85	\$42,614,207.58	\$935,061.01	\$5,062,599.26

**UNCSA Capital Project Report Worksheet
February 11-12, 2016**

Project Description	Budget	Bid Date	Construction Start	Completion	Current Status	Notes
Library - Bond + Planning funds	\$25,920,000	11/29/2012	1/24/2013	Beneficial Occupancy granted Sept. 9, 2014	Final Closeout in progress.	
Library - Phase 3					Final determination of project scope in progress and new designer solicitation to follow	UNCSA formerly notified Clark Nexsen to stop work at DD stage on Amendment #2 design contract on August 19, 2015; new scope in development. Ehle Street repair and repaving Civil Engineer design contract negotiation in progress
Central Storage Facility	\$ 6,433,571	3/26/2013	6/4/2013	Occupancy granted on March 25, 2015	Final Closeout in progress.	
Campus Police Operations Center	\$ 3,803,545	3/26/2013	6/4/2013	Occupancy granted on March 12, 2015	Final Closeout in progress.	
Film Production Design Facility	\$ 11,543,828	12/11/2012	4/18/2013	Occupancy granted 6/16/2015	Completion of final punch list and final life safety change orders required by SCO, warranty items being corrected	
Primary Electrical Distribution Relocation	\$ 1,501,229	est.11/30/2015	1/21/2016	est. 7/31/2016	Bids opened and in review	
Student Commons & Fitness Center Exterior Waterproofing and Structural Repairs	\$ 335,000	est. 3/2016	est. 5/2016	est.8/2016	CD phase in progress	
Film Buildings 1, 2, & 3 HVAC Replacements	\$ 405,000	est. 3/22/32016	est. 5/5/2016	est. 8/31/2016	CD phase in progress	
300 Waughtown Exterior Waterproofing & Repairs	\$ 53,800	est. 4/26/2016	est.5/10/2016	est. 7/19/2016	SD/DD phase in progress	
Lighting Energy Performance Contract	\$ 1,870,610	n/a	7/14/2015	est. 2/1/2015	Construction Phase, 99% complete	Final inspections in each building in progress