

**FINANCE COMMITTEE
BOARD OF TRUSTEES
NORTHERN MICHIGAN UNIVERSITY
May 2, 2013**

The meeting of the Finance Committee of the Board of Trustees was convened at 2:36 p.m., Thursday, May 2, 2013, in room 602 Cohodas Hall by Mr. Stephen L. Gulis, Jr., Chair. Also present at the meeting were:

Mr. Stephen F. Adamini – Board of Trustees Member and Committee Member
Mr. Steven M. Mitchell – Board of Trustees Member and Committee Member
Ms. L. Garnet Lewis – Board of Trustees Member and ex officio
Mr. Mr. Richard M. Popp – Board of Trustees Member
Dr. H. Sook Wilkinson – Board of Trustees Member
Mr. Gilbert L. Ziegler – Board of Trustees Member
Mr. Thomas H. Zurbuchen – Board of Trustees Member
Dr. David S. Haynes – President and ex officio
Mr. R. Gavin Leach – Vice President for Finance and Administration and
Treasurer of the Board of Trustees
Ms. Jill M. Compton – Internal Auditor
Mr. Arthur Gischia – Associate Vice President, Business/Auxiliary Services
Mr. Carl Holm – Director, Housing and Residence Life
Mr. J. David Wetzel – Fund Evaluation Group (*via conference call*)

CLOSED AGENDA

Mr. David Wetzel from Fund Evaluation Group updated the committee on the performance of our investments. The report was for information and no action is required.

The meeting was opened to the public at 3:11 p.m.

OPEN AGENDA

Ms. Jill Compton reviewed the Audit Issues Report with the Committee. The Committee approved the report as written.

Mr. Leach provided the committee with a copy of the Professional Services Plan and Engagement Letter for the fiscal year 2012-2013 financial audit to be performed by Rehmann Robson. The Professional Services Plan outlines the auditors' responsibilities in the financial statement audit and includes their responsibilities for testing and reporting on compliance with laws and regulations and internal controls over financial reporting. The committee approved the Plan and Engagement Letter as written.

Mr. Leach, Mr. Gischia, and Mr. Holm reviewed with the committee the 2013-2014 budget recommendations. They include:

- The Dining Services and Housing and Residence Life Rate Schedules
- The Auxiliary Operations Budget
- The Student Life Budget

The committee recommends that the Board approve the 2013-2014 Dining Services and Housing and Residence Life Rate Schedules, Auxiliary Operations Budget, and the Student Life Budget. A copy of the recommendations is in the formals and on file with the Secretary of the Board of Trustees.

Since the University has not received its state appropriation and tuition and fees have not been set for next fiscal year, the administration is recommending continuing budgets for the General Fund Base Budget and the Designated Fund Base Budget. The committee recommends that the Board approve the General Fund and Designated Fund Continuation Budgets. A copy of the recommendations is in the formals and on file with the Secretary of the Board of Trustees.

Mr. Leach shared with the committee a report on the Key Indicators. The report was for information and no action was required.

Mr. Leach provided the committee with an update on Facilities and Capital Outlay. The reports were for information and no action was required.

Mr. Leach provided the Committee with a report on one-day liquor license applications for special events being held on campus between May 2013 and September 2013. The Committee is recommending that the Board approve the adoption of the resolution for the one-day special event liquor licenses. A copy of the recommendation is included in the formals and is on file with the Secretary of the Board of Trustees.

Mr. Leach provided the Committee with an update of the State Building Authority Lease for the Services Building. The Committee is recommending that the Board approve the SBA Conveyance of Property and Lease Amendment for the Services Building. A copy of the recommendation is included in the formals and is on file with the Secretary of the Board of Trustees.

Mr. Leach provided the Committee with a report on the donation of old furniture being replaced in Spalding, with an approximate value of \$38,500, to the Marquette County Habitat for Humanity. A copy of the recommendation is included in the formals and the Committee recommends approval.

The meeting was adjourned at 3:44 p.m.