**College of Micronesia – FSM**

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| **Committee Minutes Reporting Form** |
| **Committee or Working Group** | ***Finance Committee*** |
| **Date: 01/30/12** | **Time:**  | **Location:**  |
|   |  4:00 p.m. | President’s Conference Room |
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| **Members Present** |  |  |  |
| **Titles/Reps** | **Name** | **Present** | **Absent** |
| Committee Chair | Marian Medalla | X |  |
| Committee Vice-Chair | John Ranahan | X |  |
| Secretary | Stacy E. Tadlock | X |  |
| National Faculty Rep. | Aleili Dumo | X |  |
| National Faculty Rep. | John Haglegam |  | X |
| National Faculty Rep. | Spensin James |  | X |
| National Staff Rep. | Eugene Edmund  | X |  |
| National Staff Rep. | Sylvia Henry |  | X |
| National Staff Rep. | Josephine Kostka |  | X |
| National Faculty Rep. | Juan Paolo Santos | X |  |
| National Faculty Rep. | Elizabeth Pappas |  |  |
| Pohnpei Campus Faculty Rep | Stacy E. Tadlock |  |  |
| Pohnpei Campus Faculty Rep | Phyllis Silbanuz |  | X |
| Pohnpei Campus Staff Rep | Twyla Poll | X |  |
| Pohnpei Campus Faculty Rep | Adleen Shed  |  | X |
| Chuuk Campus Faculty Rep | Kind Kanto | X |  |
| Yap Staff Rep | Clotilda Dugwen | X |  |
| Yap Staff Rep | Rosemary Manna | X |  |
| CRE Rep | Sonny Padock |  | X |
| Kosrae  | Alik J. Phillip | X |  |
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| **Additional Attendees:** |  |
| A**genda/Major Topics of Discussion:** |
|  1. **New Business –**
2. **Supplemental funding for PNI Ramp**
3. **Two-Span Electrification Project**
4. **LRC Renovation in Chuuk Campus**
5. **Extension of the canopy of the West-end of the Counseling Center in Chuuk Campus**
6. **Proposed merger with the Planning and Resources Committee**
7. **Old Business –**
8. **Amendment of Finance Committee TOR**
9. **Other Matters**
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| **Discussion of Agenda/Information Sharing:**  |
| **I. New Business –** 1. **Supplemental funding needed for PNI Ramp and Two-Span Electrification Project- $3010.00**
* Unforeseen costs of ramp leading to vocational classrooms in Pohnpei Campus- 3,010.00. This is to finance renting heavy equipment to remove heavy rocks which are on the construction site.
1. **Two-Span Electrification Project in Pohnpei Campus-$16,653**
* This is to hook up Pohnpei Campus to the Emergency Power Line so that there would still be power there during rationing periods. The main purpose of this project is to further improve quality of instruction and learning environment and better services to students. A breakdown of the cost estimate was provided. Phyllis Silbanuz, via e-mail, contributed that this project is already in place as early as January 23. Eugene Edmund said that he delivered a 3,822 COM check to PUC to pay off the cost of putting up an emergency power line. He had to impression that this is the actual amount used to fund the project.
1. **LRC Renovation in Chuuk Campus- $4.830**
* Termites have already eaten the ceiling of the LRC in Chuuk Campus. This is a safety issue and needed immediate attention, as reported by Kind Kanto.
1. **Extension of the Canopy of the West-end of the Counseling Center in Chuuk Campus- $2,497**
* According to Kind, this is to prevent rain and excessive sun from causing damage to the building and people from getting wet and too much sun exposure. This is a safety issue and needed immediate attention.
1. **Proposed Merger with the Planning and Resources Committee**
* Since the Finance Committee discusses the same matters as the Planning and Resource Committee the efficiency of the committee was in question.
* Kitty Pappas noted that communication is of paramount importance and the more people that know what is going on in the college; the better it would be for all members of the COM community.
* Stacy Tadlock concurred with Kitty but pointed out the effectiveness of having too large of a committee (if PRC did merge with FC) She also asked if FC is duplicating the function of PRC in all financial matters of are their some that they do alone.
* John Ranahan emphasized that the proposed merger will result in a trade-off between efficiency and possibly less participation in the management of the now larger committee.
1. **Old Business –**
* **Amendment of Finance Committee TOR**

TOR will be revisited in the next meeting.1. **Other Matters**
2. **Secretary**

Stacy Tadlock was voted Secretary and she requested a recording device for better note taking and reporting of the activities of the committee.1. **Meeting Schedule**

Spensin James, through e-mail, raised concerns on having meeting from 4-5pm on Mondays because of conflict with class schedules.  |
| **Handouts/Documents Referenced:** |
| 1. Memorandum: Change order for the Pohnpei Campus Ramp and Two Span Electrification Project
2. Additional Funding Request
3. Justification for the supplemental funding for the change orders
4. Power Distribution Primary Power Line Cost Estimate and Note
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| **College Web Site Link:**  |
| **Prepared by:**  | ***Stacy Tadlock*** | **Date Distributed:**  | ***15 Feb2012*** |
| **Approval of Minutes Process & Responses:**  |
|  As of this date, the minutes of the previous meeting have been approved and have been downloaded on Wiki. |
| **Submitted by:**  | ***Stacy Tadlock*** | **Date Submitted:** | ***17 Feb 2012*** |
| **Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities**1. All present, except for one, voted for recommending approval for the request. John Ranahan abstained because the benefits derived from constructing the ramp might not exceed the impact of this expenditure on COM’s long-term financial health.
2. All members present voted for recommending the approval of this project for 3,822 purposely to refund the source of fund, where the check was originally drawn.
3. All members present voted to recommend the approval of the expenditure for the LRC in Chuuk Campus.
4. All members voted also for the approval of funds for the expansion of the canopy for the counseling center for Chuuk Campus.
5. All members voted for the status quo for the two separate committees and not to merge at this time.
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