

11:00 a.m. Three Rivers Board of Trustees Luncheon, Employee Lounge, Westover Admin Building  
12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room, Westover Admin Building

**A G E N D A**  
**REGULAR SESSION**  
**Wednesday, June 21, 2023**  
**12:00 p.m.**

- I. Invocation and Pledge of Allegiance**
- II. Approval of Agenda**
  1. Consideration and Approval of Agenda
  2. Consideration and Approval of Minutes of the May Board Meeting
- III. Consideration of College Financial Report**
  1. Statement of Revenues, Expenses, and Changes in Net Assets
    - a) Monthly Financial Statements
    - b) Budget to Actual Financial Statements
  2. Cash in Bank
  3. Certificates of Deposits
  4. Checks Issued
  5. Bid Report
- IV. President's Report**
- V. Executive Session** (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal – Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)
- VI. Items for Consideration, Discussion, and Vote**
  1. Consideration and approval of FY '24 Budget
  2. Consideration and approval of moving August Board Meeting to August 23, 2023
  3. Consideration and approval of real estate purchase in Sikeston
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
  1. Acceptance of Employment
    1. Cory Butler-Part Time Tinnin Center Assistant
    2. Melissa Byrd-Distance Learning Assistant
    3. Dawn Massa-Part Time Administrative Assistant/Human Resources

\*Representatives of the news media may obtain copies of this Agenda by contacting Edie Dilbeck, Executive Assistant to the President, 573-840-9698

2. Resignation

1. ShaeLynn Dixon -Assistant Director, Housing
2. Abigail Heuser-Part time Coordinator/Education Talent Search

**VIII. Appendix**

1. Upcoming Events
2. Recent Newspaper Articles

**IX. FY24 Board of Trustees Meeting Dates**

- Wednesday, August 16, 2023
- Wednesday, September 20, 2023
- Wednesday, October 18, 2023
- Wednesday, November 15, 2023
- Wednesday, January 17, 2024
- Wednesday, February 21, 2024
- Wednesday, March 20, 2024
- Wednesday, April 17, 2024
- Wednesday, May 15, 2024
- Wednesday, June 19, 2024

**X. Adjournment**

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**BOARD OF TRUSTEES  
THREE RIVERS COLLEGE  
May 17, 2023**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, May 17, 2023.

Those present included: Trustees: Eric Schalk, chair; Darren Garrison, vice-chair; Dr. Tim Hager, secretary; Dr. Amber Richardson, treasurer; Gary Featherston, member; and Chris Williams, member (absent); and college administrators: Dr. Wesley Payne, president; Mark Richardson, College Attorney; and Edie Dilbeck, recording secretary; and Melody Ducote, recording secretary in training.

Trustee Richardson delivered the invocation.

Trustee Richardson made a motion to approve the agenda. On a second by Trustee Featherston, the motion passed unanimously.

Trustee Richardson made the motion to approve the April Board Meeting Minutes. With a second by Trustee Featherston, the motion passed unanimously.

Charlotte reviewed the Budget to Actuals as of the end of April 2023. We are 83% into the fiscal year and have recognized 95% of our budgeted revenues and obligated 72% of our budgeted expenses.

Trustee Featherston made the motion to accept the financial report as presented. With a second by Trustee Richardson, the motion passed unanimously.

Dr. Payne presented:

TRC honored those that assisted the College with support and advising during the Covid-19 crisis. Honored were: Dr. Chris Montgomery, Black River Medical Center (absent); Emily Goodin, Butler County Health Department; (absent) Poplar Bluff Regional Medical Center; (represented by Rick Naegler, CEO and Johnna Craft, Risk Management Director for Poplar Bluff Regional Medical Center; and Dr. Dean Dye; Black River Medical Center.

**CALL TO ORDER**

**ATTENDANCE**

**INVOCATION**

**APPROVAL OF BOARD  
MEETING AGENDA**

**APPROVAL OF THE APRIL  
BOARD MEETING MINUTES**

**APPROVAL OF  
FINANCIAL REPORT**

**PRESIDENT’S REPORT**

**HONORING THE COVID  
MEDICAL ADVISORS**

Dr. Payne spoke about the Distinguished Alumni Reception honoring Dr. Ron Webb held on February 23<sup>rd</sup>.

**DISTINGUISHED ALUMNI RECEPTION**

Dr. Melissa Davis, Chair, Communications, Agriculture, Languages, and Fine Arts spoke about the current student art exhibit displayed in the Tinnin Center Art Gallery.

**THREE RIVERS FINE ART STUDENT EXHIBITION**

Kristina McDaniel, Director of Human Resources, spoke about the successful retirement reception on April 25, 2023. We honored four retirees: Steve Atwood, Suzanne Davis, Edie Dilbeck and Steve Lewis.

**RETIREMENT RECEPTION**

Professors Buddy and Cindy White and Adjunct Instructor Sheri Mitchell shared the successful performances of the Spring Musical: The Pajama Game, the vocal and instrumental concerts held on April 28-30.

**THE PAJAMA GAME/SPRING CONCERTS**

Dr. Payne made positive remarks about the employee appreciation luncheon held on May 5<sup>th</sup>.

**EMPLOYEE APPRECIATION LUNCHEON**

Dr. Phelan spoke about the Student Excellence Awards Ceremony, which was held Friday May 12, 2023, at the Tinnin Fine Arts Center. Awards were presented for both academics and students services.

**STUDENT EXCELLENCE AWARDS CEREMONY**

Coaches from our Baseball, Woman's and Men's Basketball, Rodeo, and eSports along with Athletic Director, Brian Bess commented on their annual statistics and recruiting possibilities for the year.

**ATHLETIC ROUND UP**

**Upcoming Event:**

**UPCOMING EVENTS**

- RN Pinning Ceremony 2:00pm May 19
- Commencement May 19 6:00pm
- Memorial Day-College Closed -May 29
- CNFR-Rodeo Finals, Casper, WY -June 11-17
- TRET Golf Tournament -June 16

Trustee Richardson made the motion to enter into executive session at 12:42 p.m. With a second by Trustee Featherston, the board was polled as follows: Trustee Williams, (absent); Featherston, yes; Trustee

**EXECUTIVE SESSION**

Richardson, yes, Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes.

Trustee Richardson had to be excused after Executive Session.

Every five (5) years, Stoddard County must adopt a new hazardous mitigation plan. As part of this plan, both the city and Three Rivers College are participants and signatories of the plan.

Trustee Featherston made the motion to approve the plan and authorize the College President to execute all appropriate related paperwork associated with the plan. On a second by Trustee Garrison the board was polled as follows: Trustee Williams, (absent); Trustee Featherston, yes; Trustee Richardson, (absent); Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes.

Trustee Featherston made the motion to accept the personnel actions and associated documents as presented. With a second by Trustee Hager the motion passed unanimously. The board was polled as follows: Trustee Williams, (absent); Trustee Featherston, yes; Trustee Richardson, (absent); Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes.

There being no further business, Trustee Garrison made the motion to adjourn the meeting at 1:07 p.m. and with a second by Trustee Featherston, the motion passed unanimously.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**ITEMS FOR DISCUSSION  
CONSIDERATION AND  
VOTE**

**APPROVAL OF STODDARD  
COUNTY MITIGATION PLAN**

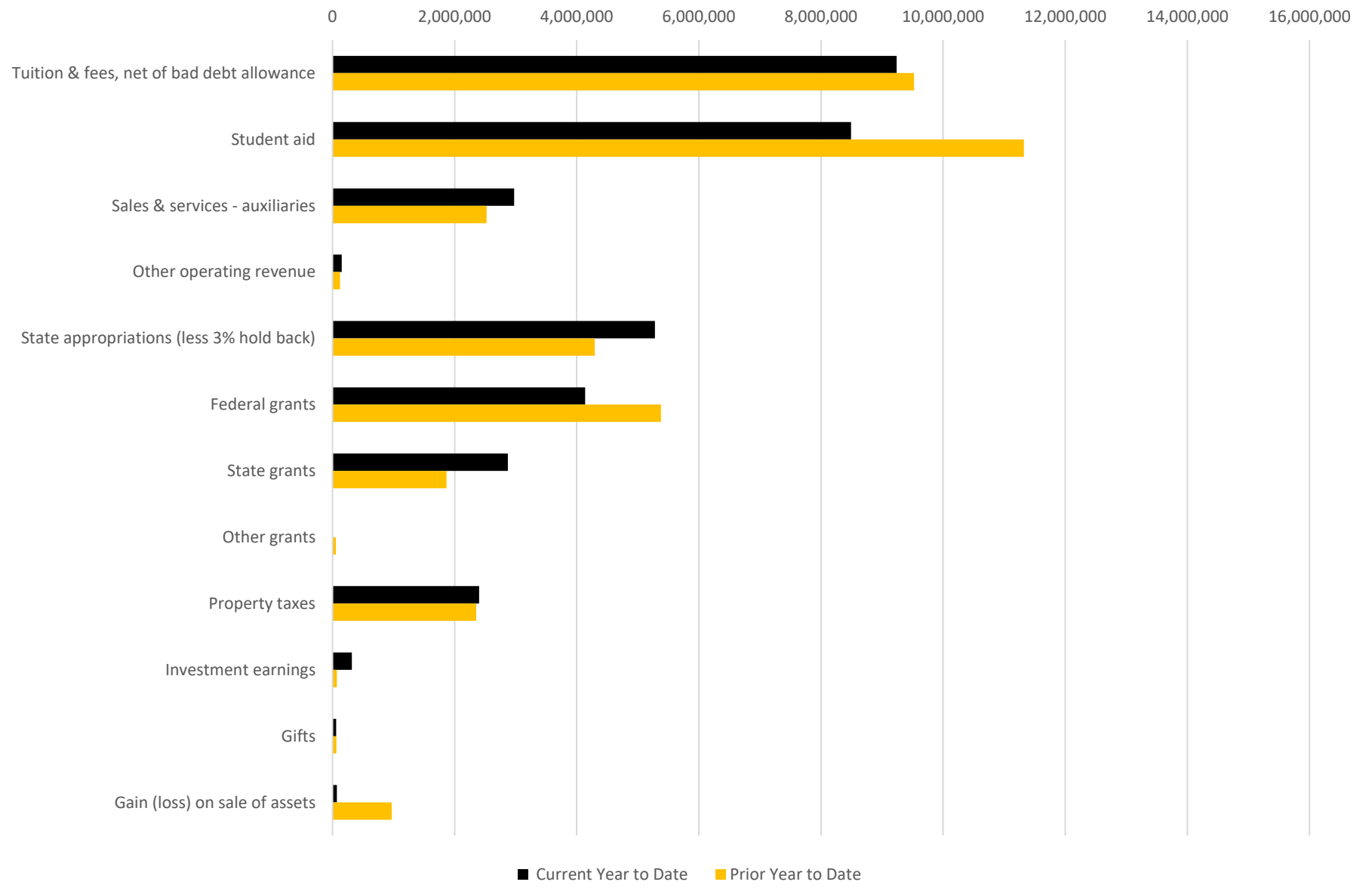
**CONSIDERATION AND  
APPROVAL OF ALL  
PERSONNEL ACTION AND  
ASSOCIATED DOCUMENTS**

**ADJOURNMENT**

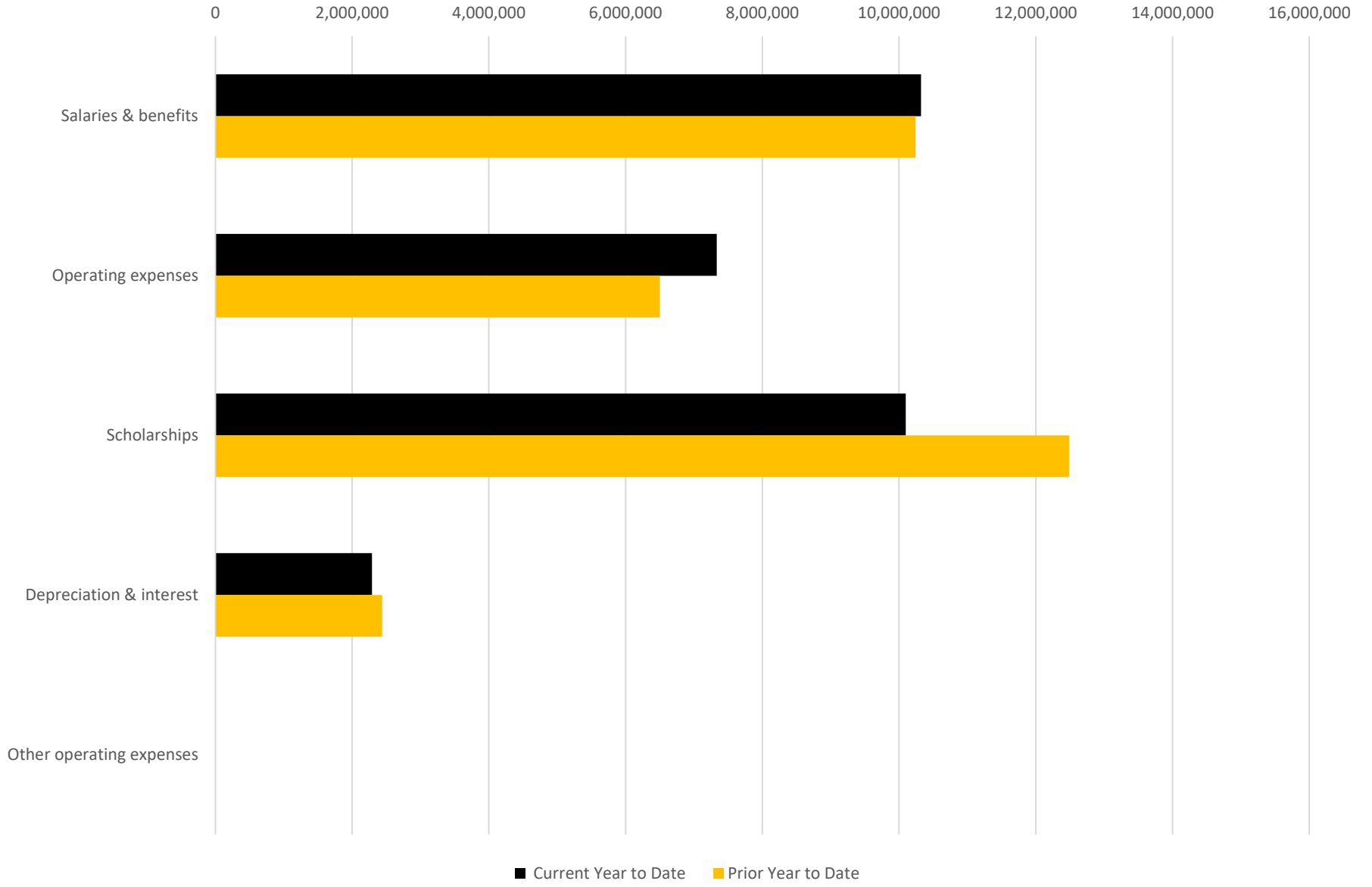
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APPROVAL DATE

\_\_\_\_\_  
APPROVAL DATE

### YTD Comparison to Previous Year 04/30/2023



YTD Comparison to Previous Year  
04/30/2023



YTD Comparison to Previous Year  
04/30/2023

0 2,000,000 4,000,000 6,000,000 8,000,000 10,000,000 12,000,000 14,000,000 16,000,000

CHANGES IN NET POSITION



■ Current Year to Date ■ Prior Year to Date



Three Rivers College  
Statement of Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
April 30, 2023

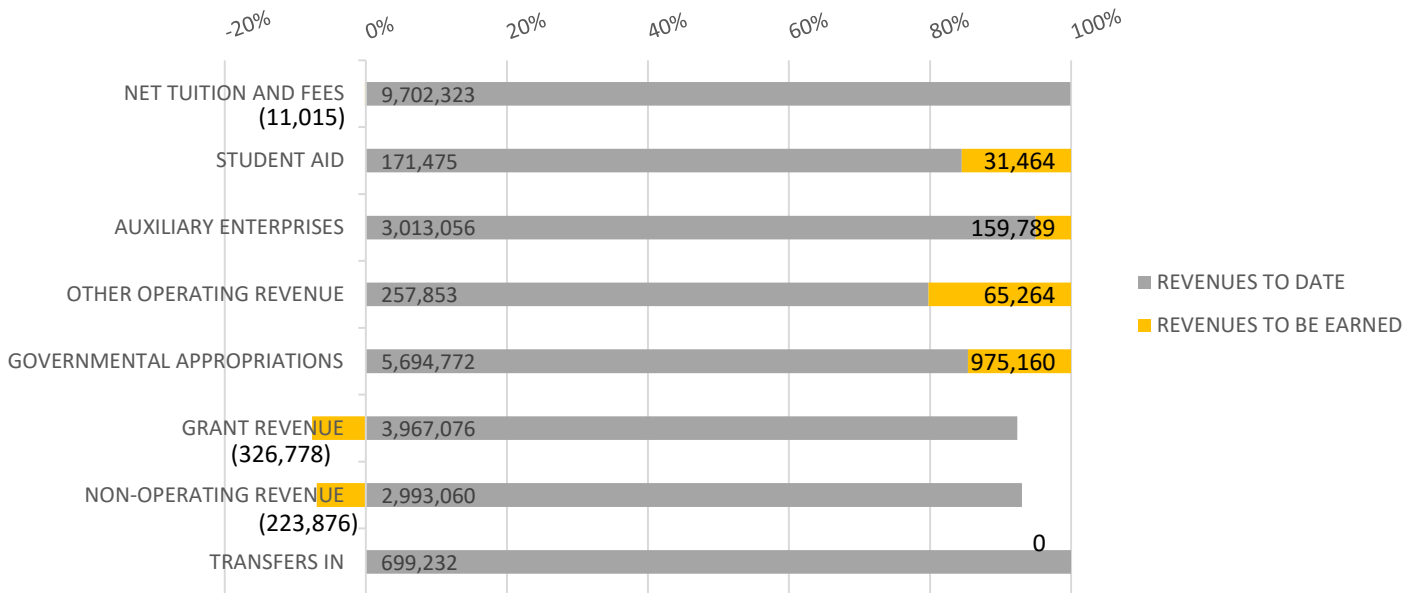
<b>ASSETS AND DEFERRED OUTFLOWS</b>		<b>LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	
<b>CURRENT ASSETS</b>		<b>CURRENT LIABILITIES</b>	
Cash & Cash Equivalents	15,878,314	Accounts Payable	486,738
Student Account Receivables, net	5,469,635	Accrued Vacation	372,719
Property Tax Receivable	108,314	Student Deposits	33,100
Other Receivables	8,351,587	Deferred Tuition & Fees	2,521,177
Investments	0	Scholarships	(441,801)
Inventory	51,762	<b>Total Current Liabilities</b>	<b>2,971,933</b>
Prepaid Expenses	270,615		
<b>Total Current Assets</b>	<b>30,130,226</b>	<b>NON-CURRENT LIABILITIES</b>	
<b>NON-CURRENT ASSETS</b>		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	5,091,388
Capital assets	77,089,794	Bonds, Notes and Leases Payable	8,612,147
Plus: Current year additions to capital assets	3604736.85	Accrued Interest	0
Accumulated Depreciation	(37,931,169)	Agency	438,202
Unamortized Bond Issue Costs	0	<b>Total Non-Current Liabilities</b>	<b>14,141,737</b>
<b>Total Non-Current Assets</b>	<b>48,254,148</b>	<b>Total Liabilities</b>	<b>17,113,671</b>
<b>DEFERRED OUTFLOWS</b>	<b>6,237,331</b>	<b>DEFERRED INFLOWS</b>	<b>20,018,807</b>
		<b>NET POSITION</b>	
		Beginning Balance	41,532,251
		Changes in Net Position	5,956,977
		<b>Total Net Position</b>	<b>47,489,228</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>84,621,706</b>	<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	<b>84,621,706</b>

Three Rivers College  
Statement of Revenues, Expenses and Changes in Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
April 30, 2023

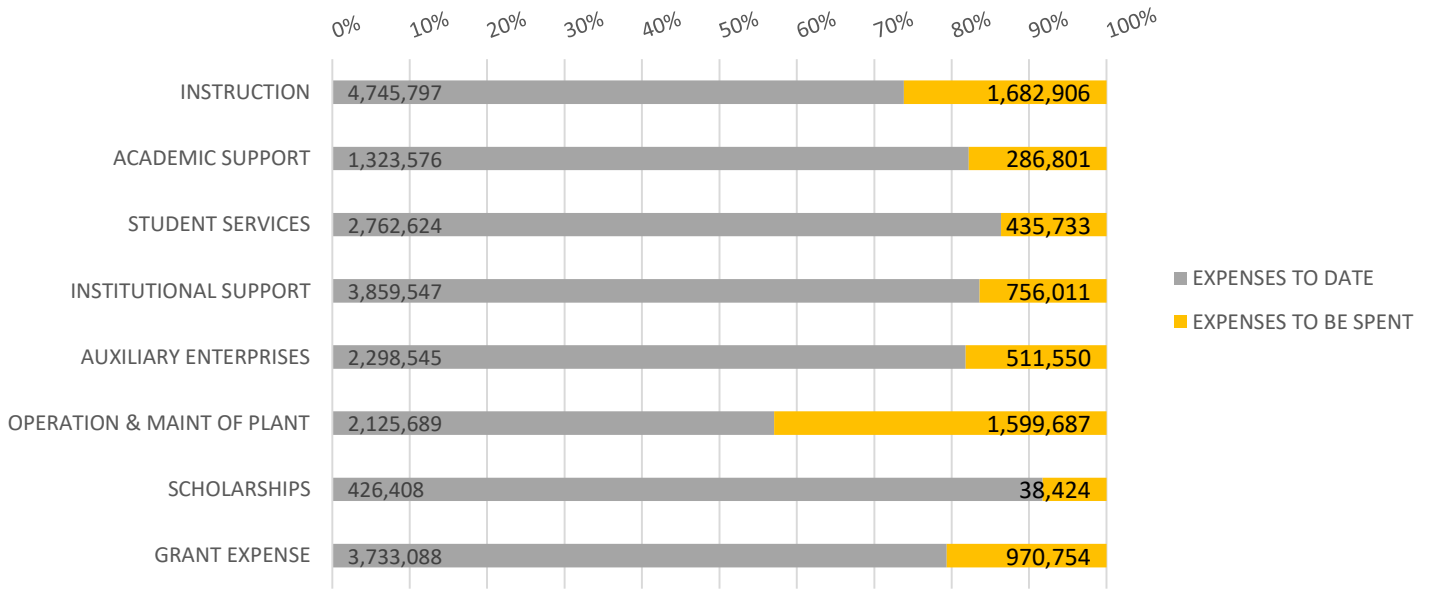
	July	August	September	October	November	December	January	February	March	April	Current Year to Date	Prior Year to Date	\$ Change	% Change
<b>OPERATING REVENUE</b>														
Tuition & fees, net of bad debt allowance	4,761,483	457,965	(154,707)	1,487,514	604,047	1,006,310	802,118	(42,576)	125,278	192,547	9,239,979	9,525,156	(285,177)	(2.99)%
Student aid	177,562	10,752	3,483,953	590,887	197,156	58,232	13,639	3,419,490	259,777	280,325	8,491,774	11,325,150	(2,833,376)	(25.02)%
Sales & services - auxiliaries	883,619	152,827	193,981	301,067	302,050	438,215	219,497	256,498	148,213	77,878	2,973,847	2,525,579	448,268	17.75%
Other operating revenue	12,476	99,324	5,975	6,168	2,821	11,527	3,852	3,121	2,780	2,165	150,208	121,604	28,604	23.52%
<b>Total Operating Revenue</b>	<b>5,835,140</b>	<b>720,867</b>	<b>3,529,202</b>	<b>2,385,637</b>	<b>1,106,075</b>	<b>1,514,284</b>	<b>1,039,107</b>	<b>3,636,532</b>	<b>536,048</b>	<b>552,915</b>	<b>20,855,807</b>	<b>23,497,488</b>	<b>(2,641,681)</b>	<b>(11.24)%</b>
<b>OPERATING EXPENSES</b>														
Salaries & benefits	989,581	1,011,201	1,055,924	1,049,180	1,065,614	1,015,879	1,014,164	1,029,578	1,043,745	1,047,768	10,322,632	10,238,879	83,754	0.82%
Operating expenses	615,056	483,061	819,137	927,377	883,253	713,402	487,789	1,075,016	817,274	512,326	7,333,691	6,501,582	832,110	12.80%
Capital equipment	86,715	124,716	723,363	467,574	300,434	181,202	306,652	971,200	362,297	80,584	3,604,737	2,151,937	1,452,800	67.51%
Less: Transfer to capital assets	(86,715)	(124,716)	(723,363)	(467,574)	(300,434)	(181,202)	(306,652)	(971,200)	(362,297)	(80,584)	(3,604,737)	(2,151,937)	(1,452,800)	67.51%
Scholarships	207,113	46,561	4,339,968	637,846	239,458	79,034	66,515	3,858,500	308,797	313,024	10,096,815	12,490,546	(2,393,731)	(19.16)%
Depreciation & interest	179,358	196,379	275,060	205,061	221,380	224,372	315,154	222,770	227,280	225,058	2,291,872	2,438,151	(146,279)	(6.00)%
Other operating expenses	0	0	0	0	0	0	0	0	0	0	0	11	(11)	(100.00)%
<b>Total Operating Expenses</b>	<b>1,991,108</b>	<b>1,737,201</b>	<b>6,490,089</b>	<b>2,819,464</b>	<b>2,409,705</b>	<b>2,032,687</b>	<b>1,883,622</b>	<b>6,185,863</b>	<b>2,397,096</b>	<b>2,098,176</b>	<b>30,045,011</b>	<b>31,669,168</b>	<b>(1,624,157)</b>	<b>(5.13)%</b>
<b>NON-OPERATING REVENUE (EXPENSES)</b>														
State appropriations (less 3% hold back)	527,965	527,965	527,966	527,965	527,965	527,966	527,965	527,965	527,966	527,965	5,279,653	4,296,860	982,793	22.87%
Federal grants	66,222	150,287	611,806	576,079	282,432	226,688	661,857	1,433,258	(76,736)	207,415	4,139,310	5,378,177	(1,238,867)	(23.04)%
State grants	9,946	43,275	598,577	484,486	388,178	508,785	170,387	224,557	334,581	109,438	2,872,211	1,867,030	1,005,181	53.84%
Other grants	0	0	0	0	0	0	0	5,000	0	0	5,000	54,254	(49,254)	(90.78)%
Property taxes	19,129	21,157	18,258	6,648	28,882	371,449	1,203,220	573,444	61,049	99,706	2,402,942	2,355,506	47,435	2.01%
Investment earnings	6,262	5,431	5,939	6,502	5,785	6,095	154,848	23,767	50,840	50,495	315,963	71,649	244,314	340.99%
Gifts	1,000	600	28,550	0	1,560	0	0	0	27,500	0	59,210	63,737	(4,527)	(7.10)%
Gain (loss) on sale of assets	691	1,197	0	0	0	2,306	0	0	0	67,698	71,892	970,163	(898,271)	(92.59)%
<b>Total Non-Operating Revenues (Expenses)</b>	<b>631,216</b>	<b>749,912</b>	<b>1,791,096</b>	<b>1,601,679</b>	<b>1,234,802</b>	<b>1,643,290</b>	<b>2,718,278</b>	<b>2,787,991</b>	<b>925,200</b>	<b>1,062,717</b>	<b>15,146,181</b>	<b>15,057,376</b>	<b>88,805</b>	<b>0.59%</b>
<b>CHANGES IN NET POSITION</b>	<b>4,475,249</b>	<b>(266,422)</b>	<b>(1,169,791)</b>	<b>1,167,852</b>	<b>(68,828)</b>	<b>1,124,887</b>	<b>1,873,763</b>	<b>238,660</b>	<b>(935,848)</b>	<b>(482,544)</b>	<b>5,956,977</b>	<b>6,885,696</b>	<b>(928,719)</b>	<b>(13.49)%</b>

\*Prior year includes \$2,349,900 of one-time federal CARES funding

### Budget to Actual Revenues 05/31/2023 (92%)



### Budget to Actual Expenses 05/31/2023 (92%)



Three Rivers College  
Statement of Revenues, Expenses and Changes In Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
May 31, 2023  
Fiscal Year Benchmark: 92%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt &amp; Scholarship Allowances</i>	9,691,308	9,702,323	100%	(11,015)
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	202,939	171,475	84%	31,464
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing &amp; Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,172,845	3,013,056	95%	159,789
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	323,117	257,853	80%	65,264
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. &amp; Repair</i>	6,669,932	5,694,772	85%	975,160
GRANT REVENUE <i>State Grants, Federal Grants</i>	3,640,299	3,967,076	109%	(326,778)
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,769,184	2,993,060	108%	(223,876)
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	699,232	699,232	100%	0
<b>TOTAL REVENUES</b>	<b>27,168,856</b>	<b>26,498,847</b>	<b>98%</b>	<b>670,009</b>

NOTE: We have recognized 98% of budgeted revenues. We have recognized 100% of our budgeted revenues from tuition and fees, comprised of a portion of summers 2022 and 2023, fall 2022 and winter/spring 2023, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget, as amended.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health &amp; Human Services</i>	6,428,703	4,745,797	74%	1,682,906
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,610,377	1,323,576	82%	286,801
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,198,357	2,762,624	86%	435,733
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,615,558	3,859,547	84%	756,011
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing &amp; Assessment, License Bureau Rental</i>	2,810,095	2,298,545	82%	511,550
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,725,376	2,125,689	57%	1,599,687
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	464,832	426,408	92%	38,424
GRANT EXPENSE <i>State Grants, Federal Grants</i>	4,703,842	3,733,088	79%	970,754
<b>TOTAL EXPENSES</b>	<b>27,557,140</b>	<b>21,275,274</b>	<b>77%</b>	<b>6,281,866</b>

NOTE: We have obligated 77% of our budgeted expenses at 92% into the fiscal year. May payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not yet available at the time of this report. Budgeted decrease in Net Position is a result of planned expenses funded by reserves, as amended.

<b>CHANGES IN NET POSITION</b>	<b>(388,284)</b>	<b>5,223,573</b>
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Three Rivers College  
 Capital Budget - Unaudited  
 May 31, 2023  
 Fiscal Year Benchmark: 92%

FUNDING SOURCES	BUDGET	SOURCES TO DATE		SOURCES TO BE EARNED
		SOURCES TO DATE	%	
RESTRICTED				
<i>HEERF (CARES) federal grant</i>	3,476,086	2,459,893	71%	1,016,193
<i>HB19/17 state appropriation</i>	1,586,497	1,143,297	72%	443,200
UNRESTRICTED				
<i>General funds - prior year transfers in (Reserves)</i>	1,926,906	332,920	17%	1,593,986
<i>General funds - current year transfers in</i>				0
<b>TOTAL FUNDING SOURCES</b>	<b>6,989,489</b>	<b>3,936,111</b>	<b>56%</b>	<b>3,053,378</b>

USES OF FUNDS	BUDGET	USES TO DATE		USES UNSPENT
		USES TO DATE	USES TO DATE %	
<i>Campus improvements</i>	5,474,191	3,579,518	65%	1,894,674
<i>Westover Administration Building repairs</i>	347,597	0	0%	347,597
<i>Libla Family Sports Complex</i>	200,000	0	0%	200,000
<i>Westwood Event Center upgrades</i>	275,644	103,038	37%	172,605
<i>Academic Resource Commons</i>	172,253	76,650	44%	95,603
<i>Tinnin Fine Arts Center refurbish</i>	163,732	16,334	10%	147,398
<i>Student Housing</i>	58,000	0	0%	58,000
<i>911 Center remodel</i>	50,000	0	0%	50,000
<i>Fleet vehicles</i>	160,531	119,531	74%	41,000
<i>Athletics improvements</i>	77,223	30,723	40%	46,500
<i>Sikeston roof</i>	10,318	10,318	100%	1
<b>TOTAL EXPENSES</b>	<b>6,989,489</b>	<b>3,936,111</b>	<b>56%</b>	<b>3,053,378</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>0</b>	<b>0</b>		

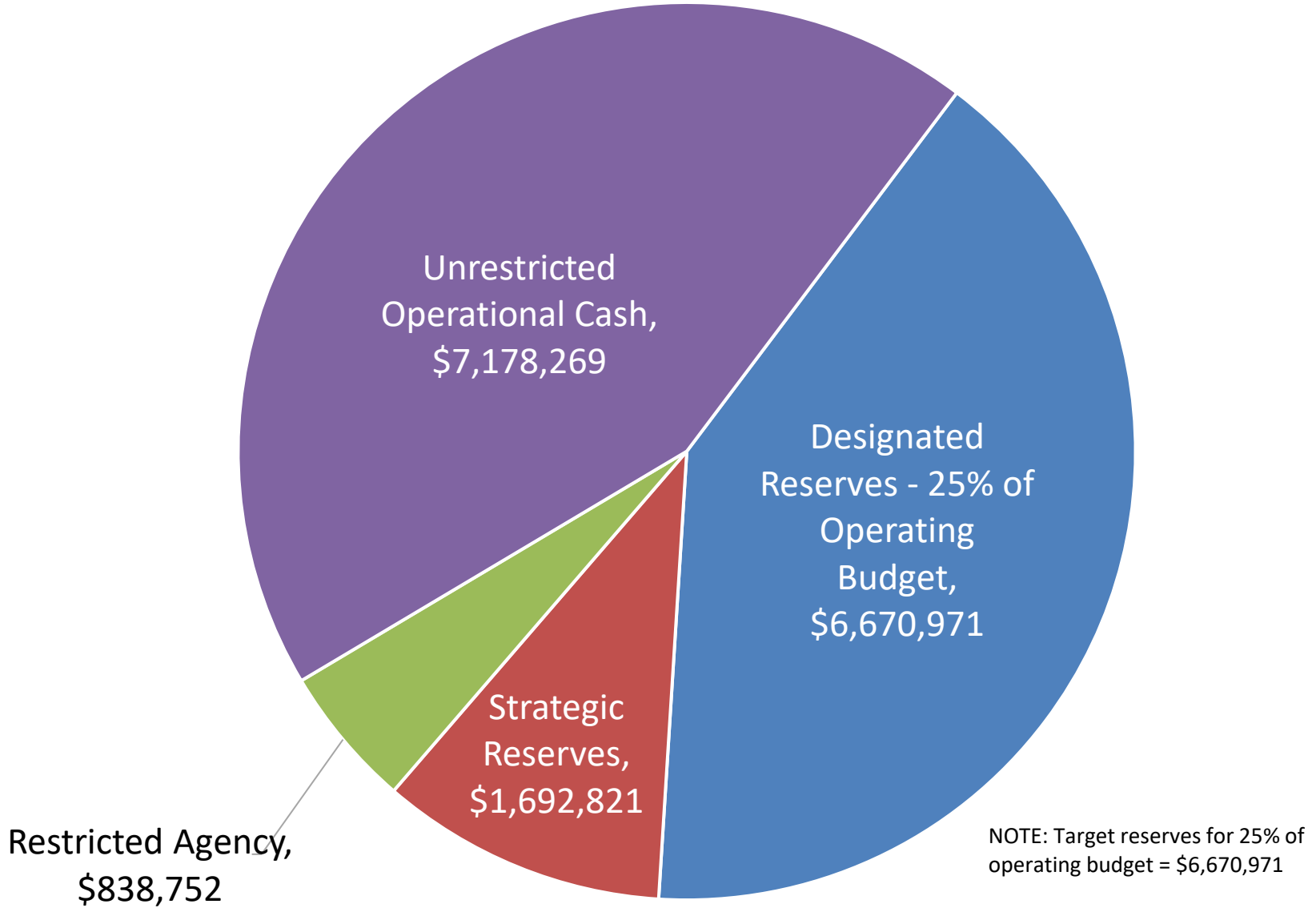
**THREE RIVERS COMMUNITY COLLEGE  
CASH IN BANKS**

June 1, 2023

	<u>05/03/23</u>	<u>06/01/23</u>
<b>CURRENT FUND</b>		
<i>Cash Funds</i>		
Bookstore	2,000.00	2,000.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,888.00	1,888.00
<i>Total Cash Funds</i>	4,225.00	4,225.00
<i>General Accounts</i>		
Southern Bank - General Funds	6,990,747.88	6,786,663.05
Southern Bank - Credit Cards	120,647.73	189,245.34
<i>Total General Accounts</i>	7,111,395.61	6,975,908.39
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	18,077.49	19,196.79
Federal Clearing Account	30,612.09	72,434.18
Flexible Spending Account	5,570.19	5,586.73
<i>Total Restricted Accounts</i>	54,259.77	97,217.70
<b>TOTAL CURRENT FUND</b>	<b>7,169,880.38</b>	<b>7,077,351.09</b>
<b>HOUSING FUND</b>		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	50,285.79	50,458.84
<i>Total General Accounts</i>	50,285.79	50,458.84
<b>TOTAL HOUSING FUND</b>	<b>100,571.58</b>	<b>100,917.68</b>

	<u>05/03/23</u>	<u>06/01/23</u>
<b>PLANT FUND</b>		
<i>General Accounts</i>		
Plant Fund - Southern Bank	8,335,061.79	8,363,792.41
<i>Total Bank Accounts</i>	<u>8,335,061.79</u>	<u>8,363,792.41</u>
<i>Certificates of Deposit</i>		
	-	-
	-	-
<i>Total Certificates of Deposit</i>	<u>-</u>	<u>-</u>
<b>TOTAL PLANT FUND</b>	<u><u>8,335,061.79</u></u>	<u><u>8,363,792.41</u></u>
<b>AGENCY FUND</b>		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	498,889.39	516,992.54
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	<u>321,759.75</u>	<u>321,759.75</u>
<b>TOTAL AGENCY FUND</b>	<u><u>820,649.14</u></u>	<u><u>838,752.29</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT  
\$16,380,813 AS OF 06/01/2023**





THREE RIVERS COLLEGE  
CERTIFICATE OF DEPOSIT

**CERTIFICATES OF DEPOSIT AS OF May 31, 2023**

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
Total Contingency Fund					-	

**SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF May 31, 2023**

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
2016012267	Commerce Bank	0.025	06/04/92	06/03/23	2,350.00	Bill Vinson
63760632	US Bank of Poplar Bluff	1.54	07/02/89	07/01/23	1,226.80	A. Garner
21030291	US Bank of Poplar Bluff	0.25	07/07/93	07/07/23	1,405.00	Joshua Bowman
2170801	First Midwest Bank of P.B.	0.50	07/11/97	07/30/23	10,925.00	Mabel Swindel
21024477	US Bank of Poplar Bluff	0.25	08/22/89	08/22/23	10,000.00	Myrtle Rutland
8036	First Missouri State Bank	0.75	08/23/90	08/23/23	4,000.00	Jackie Watson
1721901	First Midwest Bank of P.B.	0.75	08/25/92	08/25/23	3,000.00	Odd Fellows
110270576	Southern Bank	1.00	08/27/85	08/27/23	5,000.00	Belle Hinrichs
14776	First Missouri State Bank	0.50	08/28/02	08/28/23	5,000.00	Helvey-Miller
21815	First Midwest Bank of P.B.	0.75	09/22/98	09/22/23	5,000.00	Jerome Burford
423137249	Regions Bank	0.01	05/12/88	09/30/23	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	09/30/23	1,024.34	Fred Morrow
24325	First Midwest Bank of P.B.	0.35	10/15/99	10/15/23	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	0.35	10/31/97	10/31/23	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	1.65	11/06/00	11/06/23	4,000.00	Coll. Achievement
2012008906	Commerce Bank	0.05	05/11/81	11/11/23	4,526.11	P.C. Hays, Sr.
21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/23	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	0.50	12/05/95	12/05/23	5,000.00	Helvey-Miller
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/23	1,110.00	C.T. McDaniel
2017004259	Commerce Bank	0.30	12/09/89	12/09/23	1,000.00	P.I. Church
2016012160	Commerce Bank	0.03	12/11/91	12/11/23	7,700.00	Bill Vinson
43712	First Midwest Bank of P.B.	2.05	04/27/09	12/14/23	67,447.79	Holder-Rowland
5016847453	Commerce Bank	0.03	12/22/97	12/22/23	10,000.00	Harold Prim
2213401	First Midwest Bank of P.B.	2.05	01/08/98	01/08/24	10,000.00	Jerome Burford
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/24	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/24	2,500.00	A. Garner
22246	First Midwest Bank of P.B.	1.05	02/25/98	02/25/24	1,658.87	Missy Braden
2136801	First Midwest Bank of P.B.	2.06	03/05/97	03/05/24	5,000.00	Thelma Jackson
2017004363	Commerce Bank	0.30	03/30/88	03/30/24	10,000.00	Myrtle Corbett
63760695	US Bank of Poplar Bluff	1.73	04/04/85	04/05/24	1,001.63	Lonnie Davis
2018004893	Commerce Bank	0.35	04/10/88	04/10/24	3,000.00	Myra C. Hays
9525	First Missouri State Bank	0.50	05/06/93	05/06/24	2,000.00	Carl Wiseman
2016007496	Commerce Bank	0.25	05/14/90	05/14/24	3,835.00	Bill Vinson
25103	First Midwest Bank of P.B.	2.75	05/14/99	05/14/24	5,000.00	Thelma Jackson
21031218	US Bank of Poplar Bluff	0.25	05/15/94	05/15/24	2,192.00	Greg Starnes
2038701	First Midwest Bank of P.B.	0.65	05/16/96	05/16/24	5,000.00	Thelma Jackson

THREE RIVERS COLLEGE  
CERTIFICATE OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
21028105	US Bank of Poplar Bluff	0.25	05/22/91	05/22/24	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.25	05/22/91	05/22/24	20,000.00	Myrtle Rutland
7236	First Missouri State Bank	0.50	05/26/89	05/26/24	16,350.00	Jackie Watson
110260320	Southern Bank	0.90	06/02/86	06/02/24	1,000.00	Hulen Spencer
5017843040	Commerce Bank	0.01	05/01/97	06/07/24	2,900.00	Miles Hays
101401	First Midwest Bank of P.B.	1.00	11/06/89	11/06/24	5,000.00	Charlotte Stone
423135383	Regions Bank	0.01	12/04/04	12/04/24	1,650.00	R. Couperus
423137173	Regions Bank	0.15	12/09/85	12/09/24	5,000.00	Mary Hinrichs
110239662	Southern Bank	3.60	01/05/91	01/05/25	1,412.53	Bulow Mem.
2012008112	Commerce Bank	0.05	08/11/92	02/11/25	1,000.00	Myra C. Hays
63760768	US Bank of Poplar Bluff	1.24	03/06/89	03/05/25	6,468.04	Butler Co Co-op
110274305	Southern Bank	0.90	05/30/86	06/30/25	5,200.00	Mabel Swindel
2019003547	Commerce Bank	0.40	07/08/90	07/08/26	4,000.00	P.C. Hays, Jr.
423137157	Regions Bank	0.01	01/14/85	01/14/25	2,500.00	Dr. Miller

Total Agency Fund CD's

\$ 321,759.75

Three Rivers College  
CD Report  
As of May 31, 2023

Investment CDs
----------------

**Bank Account Interest Rate**

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	0.50%

**CDs Maturing**

Bank	Certificate Number	Endowment	Maturity Date	Amount
<b>Total</b>				-

**Responses**

<b>Bank</b>				
<b>Contact</b>				
<b>Comment</b>				
<b>Amount</b>				
<b>3 months</b>				
<b>6 months</b>				
<b>9 months</b>				
<b>1 year</b>				

**CDs Transferred**

Endowment CDs Transferred to Endowment Trust
--

**CDs Maturing**

Bank	Certificate Number	Endowment	Maturity Date	Amount
<b>Total</b>				-

**THREE RIVERS COMMUNITY COLLEGE**  
**Summary of Checks Issued**  
**Months of MAY 2023**

Current Fund:	General Fund - Southern Bank	\$ 671,727.70
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>3,348.80</u>
	Grand Total	<u><u>\$ 675,076.50</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 21st day of June 2023.

\_\_\_\_\_ Chairman, Board of Trustees

\_\_\_\_\_ Secretary, Board of Trustees

**THREE RIVERS COLLEGE  
BID REPORT  
AS OF JUNE 12, 2023**

## **June 2023 President's Report**

- **RN Pinning Ceremony**
- **Commencement**
- **Project Drive Orientation**
- **Mental Health Conference**
- **Operation Healthy Delta**
- **CNFR Rodeo**
- **TRC Golf Tournament**

## **Upcoming Events**

- Independence Day – College Closed – July 4
- Drama Camp – July 17- 21
- Battle of the Bulls – July 22
- Naismith Memorial Basketball Hall of Fame – August 10-13
- Fall Convocation – August 14

**A G E N D A**  
**Executive Session**  
**Wednesday, June 21, 2023**

**I. Executive Session**

1. Personnel and any other matters covered by RSMo Section 610.021
2. Real Estate/Property and other matters covered by RSMo Section 610.021.2
3. Legal and other matters covered by RSMo Section 610.021.1

**II. Adjournment**

## **VI.1 Consideration and approval of the FY24 Budget**

### **BACKGROUND INFORMATION--HISTORY**

A new budget must be adopted each fiscal year.

### **POSSIBLE ALTERNATIVES**

None

### **FINANCIAL IMPLICATIONS**

Failure to adopt a budget will prevent operations

### **ADMINISTRATIVE RECOMMENDATIONS**

Administration recommends the adoption of the budget as presented





# THREE RIVERS COLLEGE

## FY24 BUDGET

Proposed to the Board of Trustees

05/17/2023

**THREE RIVERS COLLEGE  
2023-2024 CONSOLIDATED BUDGET OVERVIEW**

**Assumptions**

Tuition and fee revenues were projected based on an expected enrollment level to FY2022-2023. Rates were used according to the previously approved tuition plan. Base tuition in-district and out-of-district increased by \$2 per credit hour. Common Fees and Resource Fees were increased by \$1 per credit hour. Tier Tuition Premiums remained unchanged.

State core allocation revenues have been estimated based on the most recent amounts provided by the state. The college expects an increase in core funding of approximately \$157,000.

Local property tax revenue remains level at just over \$2,298,000, or 9% of expected revenues.

The college operating budget is developed to include all grant program revenues and associated expenses. The budget supports recurring annual expenses with recurring operating revenues, while funding one-time investments with one-time funding sources. Certain one-time investments are included in both the operating and capital budgets to be funded by college reserves, federal Higher Education Emergency Relief Funds (HEERF), and insurance proceeds in fiscal year 2023-2024.

**Challenges**

The pandemic of COVID-19 continues to impact our state and local economies and budgets. The full effect of financial disruptions, as well as the state and federal attempts to mitigate those disruptions, continue to develop and change. The 2023-2024 budget identifies some needs which are planned to be funded with federal Higher Education Emergency Relief Funds (HEERF) grants.

Salary and benefit expenses have increased from the previous year to reflect raises to be effective July 2023. Based on the recommendation of a committee of faculty and staff, wages were increased 4%. Additionally, college provided health insurance premiums increased 5.3% compared to the previous year.

Investments in the college's facilities to upgrade and maintain existing buildings (deferred maintenance) are included in both the operating budget and the capital budget.

## **Methodology**

The college's annual planning cycle begins in January when budget managers set their annual objectives and develop departmental plans. Budget requests are then prepared by budget managers based on those approved plans. In conjunction with their supervisor, budget managers refine their budget requests to ensure alignment with the college's strategic plan. Budget managers presented their strategic plans and budgets to their respective supervisor and cabinet member. With input from cabinet members, the President, CFO and Controller reviewed the combined budget requests to bring the requests into balance with revenue projections. Final review is performed by the President and CFO to develop the proposal to be presented to the Board of Trustees for approval.

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THREE RIVERS COLLEGE

# Operating Budget

Fiscal Year 2023-2024

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## THREE RIVERS COLLEGE 2023-2024 OPERATING BUDGET OVERVIEW

The Operating Budget includes projected revenues to be generated in fiscal year 2023-2024 and the associated operating expenses necessary for the continued daily operation and improvement of the college. Operating revenue is projected at \$26,378,678 offset by projected operating expenses of \$26,352,788. Specific one-time purchases and potential repairs of \$65,110 are to be funded from college reserves accumulated from savings in prior fiscal years.

### **Revenue**

The largest source of operating revenue is net tuition and fees at 37% of the total. State appropriations comprise 25% of total operating revenue sources. Auxiliary enterprises, primarily made up of student housing and the college store, contribute 13% of projected operating revenue. Property tax collections are estimated at \$2,298,500, or 9% of the total.

### **Expense**

Salaries and benefits total over \$14.1 million, or 54%, of total operating expenses. Other operating expenses such as supplies and travel total \$8.5 million, or 32%. The operating budget includes \$686,131 of small capital expenses that are equipment purchases of less than \$5,000 or renovations of less than \$20,000 and therefore not included in the Capital Budget. The budget allocates over \$1.4 million to student scholarships for academic and athletic achievement as well as a variety of service scholarships.

The college dedicates 29% of budgeted operating expenses to the instruction function in support of its core mission. The college tracks some departments, such as technology and computer services, centrally and therefore includes them as part of the institutional support function totaling 17% of budgeted operating expenses.

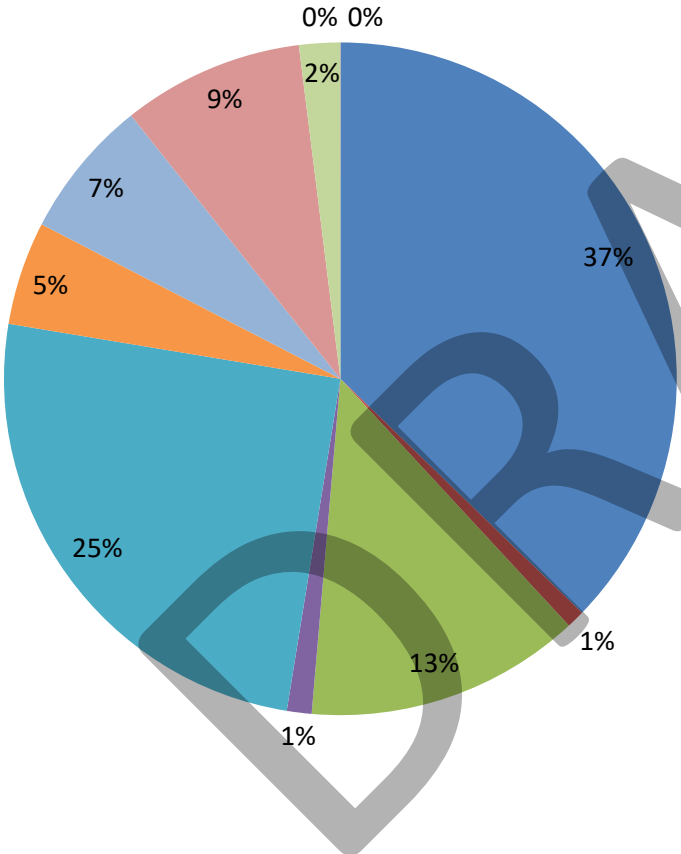
Expenses include various one-time projects identified by a campus assessment to be funded from college reserves totaling \$65,110. These projects include updates to interior signage, improvements to student housing, and a fund for possible repairs or replacements of college equipment.

THREE RIVERS COLLEGE  
BALANCED OPERATING BUDGET SUMMARY  
FISCAL YEAR 2023-2024

TOTAL REVENUE & RESERVES	\$	26,352,788
TOTAL EXPENSE		26,352,788
REVENUE OVER EXPENSE	\$	<u><u>-</u></u>

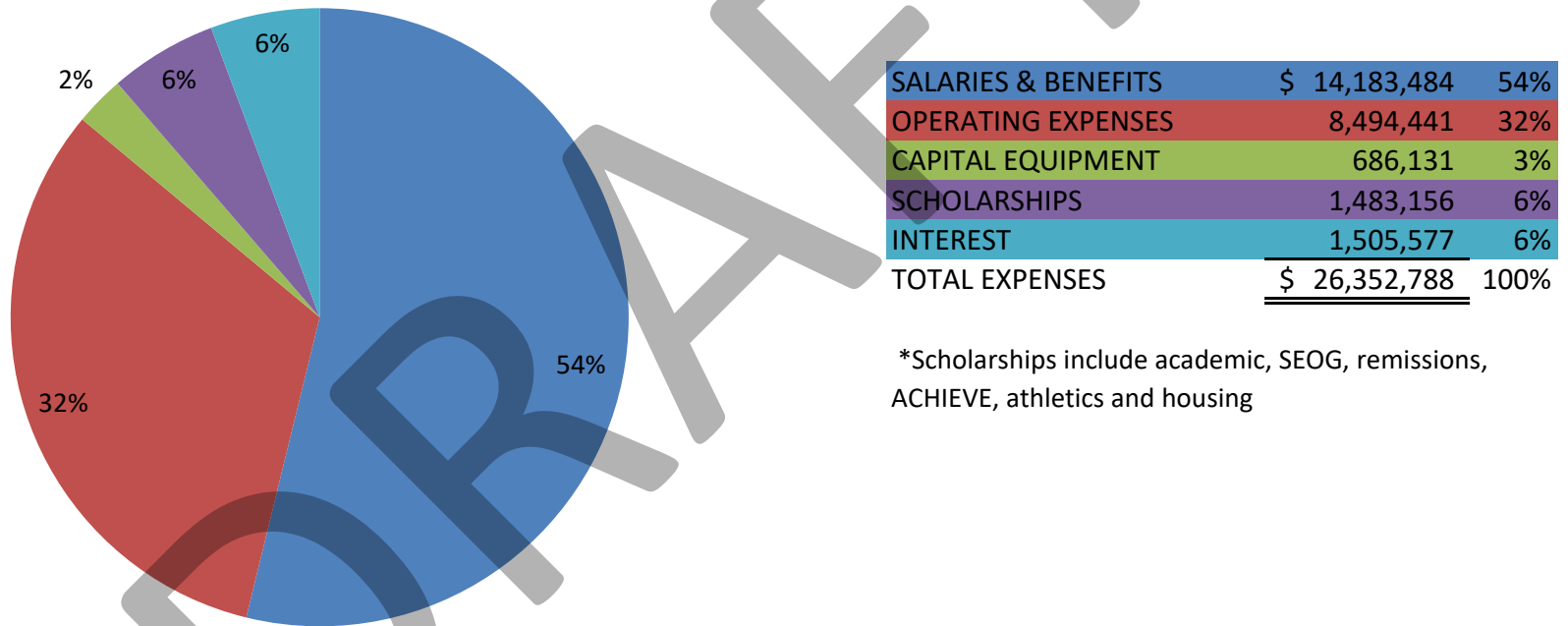
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THREE RIVERS COLLEGE  
 BUDGETED REVENUE BY SOURCE  
 FISCAL YEAR 2023-2024



NET TUITION AND FEES	\$ 9,824,985	37%
STUDENT AID	228,181	1%
AUXILIARY ENTERPRISES	3,495,777	13%
OTHER OPERATING INCOME	313,200	1%
STATE APPROPRIATIONS	6,612,053	25%
STATE GRANTS	1,313,159	5%
FEDERAL GRANTS	1,771,798	7%
PROPERTY TAXES	2,298,500	9%
INVESTMENT EARNINGS	516,816	2%
OTHER GRANTS	-	0%
GIFTS	4,210	0%
<b>TOTAL REVENUE</b>	<b>\$ 26,378,678</b>	<b>100%</b>

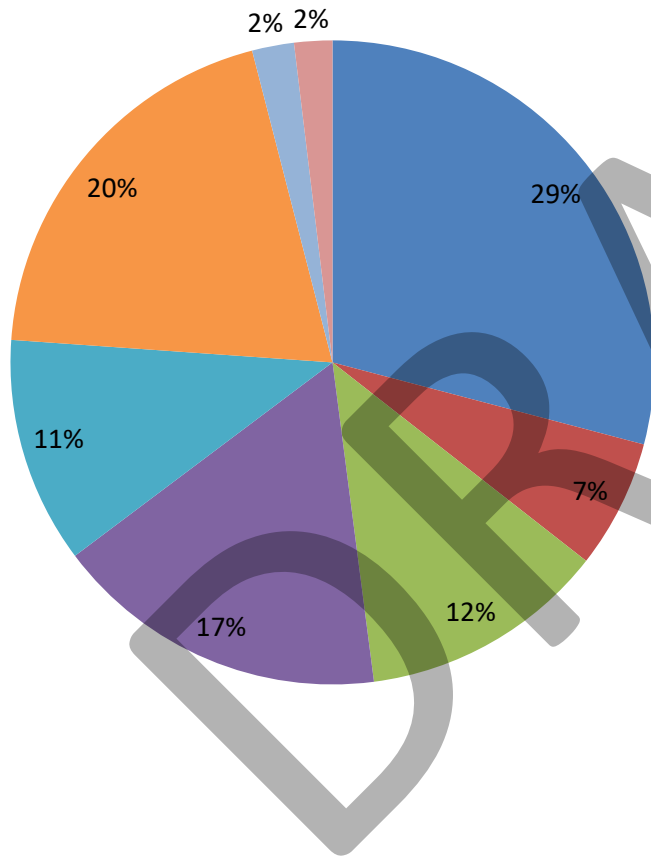
THREE RIVERS COLLEGE  
 BUDGETED OPERATING EXPENSES BY NATURAL CLASS  
 FISCAL YEAR 2023-2024



\*Scholarships include academic, SEOG, remissions, ACHIEVE, athletics and housing



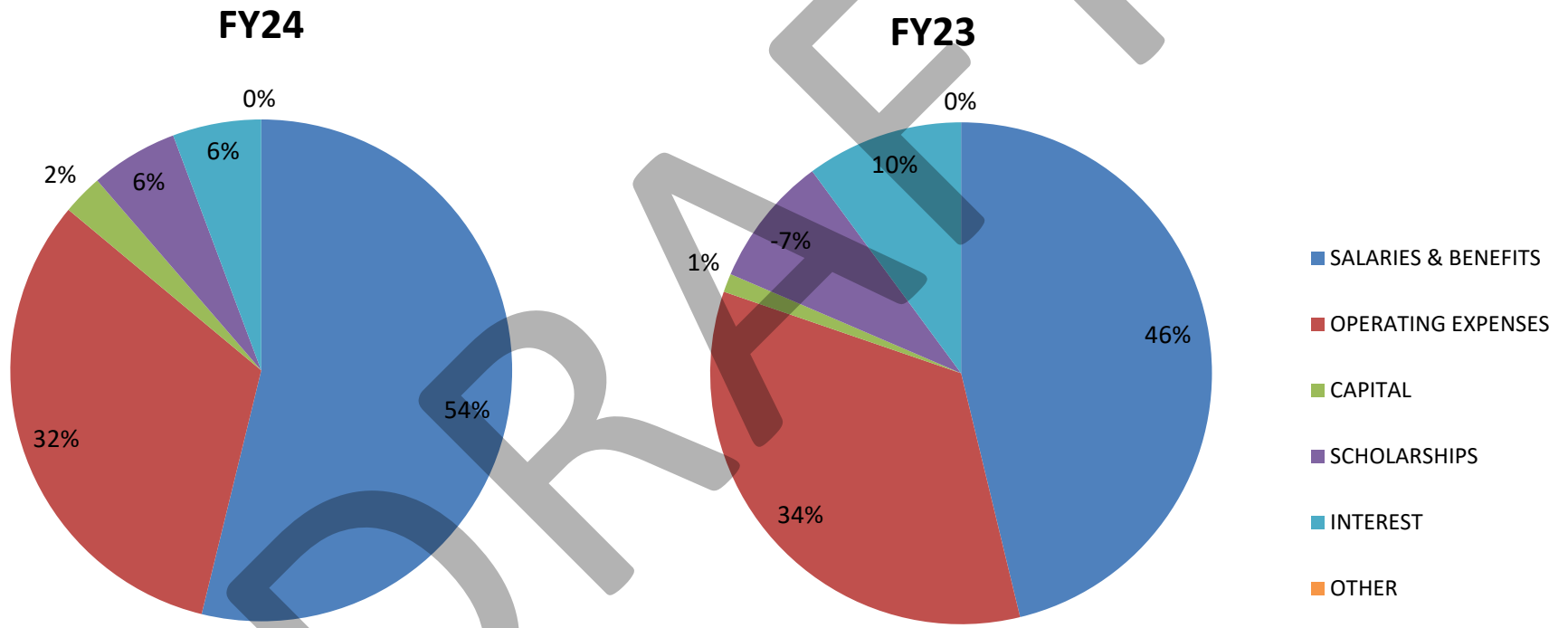
THREE RIVERS COLLEGE  
 BUDGETED OPERATING EXPENSES BY FUNCTION  
 FISCAL YEAR 2023-2024



INSTRUCTION	\$ 7,668,873	29%
ACADEMIC SUPPORT	1,704,068	6%
STUDENT SERVICES	3,261,272	12%
INSTITUTIONAL SUPPORT	4,428,446	17%
AUXILIARY ENTERPRISES	2,996,025	11%
OPER & MAINT OF PLANT	5,235,520	20%
SCHOLARSHIPS	554,881	2%
GRANTS	503,704	2%
<b>TOTAL EXPENSES</b>	<b><u>\$ 26,352,788</u></b>	<b>100%</b>

\*Scholarships include academic, SEOG, remissions, and Federal Work Study

# THREE RIVERS COLLEGE OPERATING EXPENSES BY NATURAL CLASS COMPARISON



THREE RIVERS COLLEGE

# Capital Budget

Fiscal Year 2023-2024

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## **THREE RIVERS COLLEGE 2023-2024 CAPITAL BUDGET OVERVIEW**

The Capital Budget includes large or long-term projects estimated to cost \$20,000 or more. Smaller projects are included in the Operating Budget. Strategic planning for capital projects requires allocating appropriate and adequate resources to complete the project. For fiscal year 2023-2024, capital expenses total \$4,106,579.

### **Campus Projects**

The fiscal year 2023-2024 capital budget includes \$2,111,579 of campus wide projects, including improvements to HVAC systems, improvements to restrooms, landscaping, and drainage mitigation. Projects will be funded from college reserves, current operating funds, and the federal Higher Education Emergency Relief Funds (HEERF) grants.

### **Westover Administration and Classroom Building**

The update of the college's oldest building on campus was begun in fiscal year 2015-2016 with state capital bond funds. State capital bond funding was exhausted in fiscal year 2017-2018. A new roof was added in fiscal year 2022-2023 with state HB19 maintenance and repair appropriations. The capital budget for fiscal year 2023-2024 includes \$250,000 to complete the renovations of the building with replacement windows.

### **Libla Family Sports Complex**

The college has allocated \$250,000 from college reserves to the addition to the Libla Family Sports Complex. The project began in 2019-2020 with the installation of a concrete foundation. The extra space will allow for new indoor batting cages.

### **Baseball Clubhouse**

The fiscal year 2023-2024 capital budget includes \$266,000 for renovation to the baseball clubhouse. The project will be funded from college reserves.

### **Bess Activity Center**

The capital budget for fiscal year 2023-2024 includes \$1,000,000 to repair the building after flood damage sustained during winter 2022-2023. The cost are expected to be covered by insurance proceeds.

### **Tinnin Fine Arts Center**

The capital budget for fiscal year 2023-2024 includes \$35,000 to complete improvements to the classroom spaces with funds from college reserves.

### **Student Housing**

The capital budget for fiscal year 2023-2024 includes \$104,000 to continue the renovations of the apartments with funds from college reserves, including kitchen updates, replacement windows, and activity spaces.

### **911 Center Building**

The capital budget for fiscal year 2023-2024 includes \$50,000 from college reserves to remodel the space vacated when the 911 dispatch operations moved to their new city building. The remodeled space will facilitate colocation of academic programming for first responders.

### **College Vehicle Fleet**

A total of \$40,000 for the purchase of used vehicles is included in the capital budget for fiscal year 2023-2024 to be funded with college reserves. These vehicles will both expand the college fleet and replace older vehicles which are beyond their useful life.

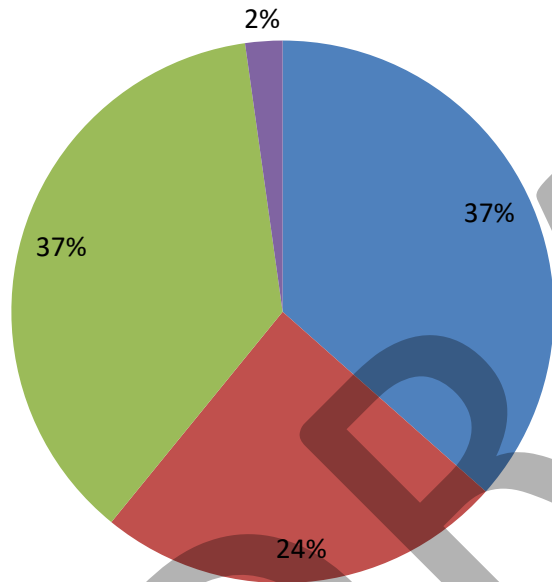
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THREE RIVERS COLLEGE  
BALANCED CAPITAL BUDGET SUMMARY  
FISCAL YEAR 2023-2024

TOTAL FUNDING SOURCES	\$	4,106,579
TOTAL CAPITAL EXPENSES		4,106,579
NET SURPLUS (DEFICIT)	\$	<u><u>-</u></u>

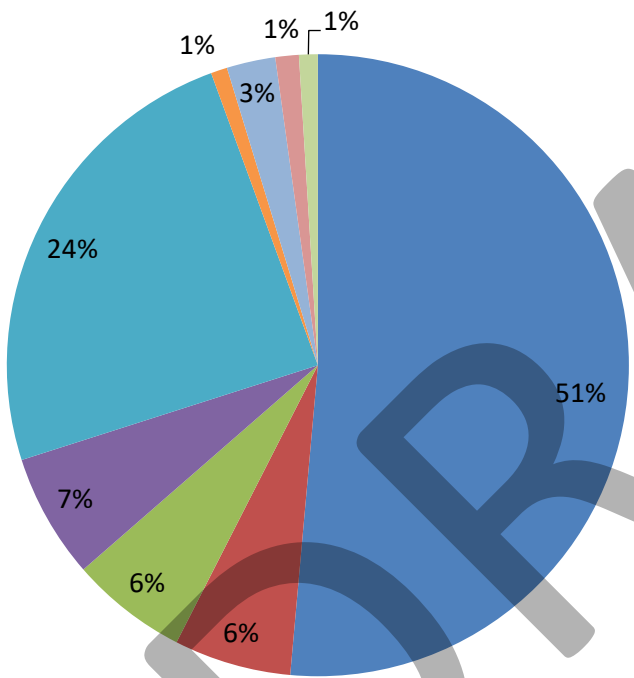
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THREE RIVERS COLLEGE  
 BUDGETED CAPITAL FUNDING BY SOURCE  
 FISCAL YEAR 2023-2024



HEERF FEDERAL FUNDING	\$ 1,500,000	37%
INSURANCE CLAIM PROCEEDS	1,000,000	24%
RESERVE FUNDS	1,515,579	37%
GENERAL FUNDS CURRENT YEAR	91,000	2%
<b>TOTAL CAPITAL SOURCES</b>	<b>\$ 4,106,579</b>	<b>100%</b>

THREE RIVERS COLLEGE  
 BUDGETED CAPITAL EXPENSES BY PROJECT  
 FISCAL YEAR 2023-2024



CAMPUS PROJECTS	\$ 2,111,579	51%
WESTOVER ADMIN	250,000	6%
LIBLA FAMILY SPORTS COMPLEX	250,000	6%
BASEBALL CLUBHOUSE	266,000	6%
BESS ACTIVITY CENTER	1,000,000	24%
TINNIN FINE ARTS CENTER	35,000	1%
STUDENT HOUSING	104,000	3%
911 CENTER BUILDING	50,000	1%
COLLEGE VEHICLES	40,000	1%
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 4,106,579</b>	<b>100%</b>



THREE RIVERS COLLEGE

# Operating Budget Detail

Fiscal Year 2023-2024

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THREE RIVERS COLLEGE  
SUMMARY TOTALS BY DEPARTMENT  
FISCAL YEAR 2023-2024

Budget Name	Budget Number	Requested Total	Approved Total
Instruction Budget	11-00-11000	\$ 1,614,286	\$ 1,718,936
Dept Ch Career Studies & Workforce	11-00-11005	\$ 170,981	\$ 182,576
Dept Ch Humanities & Teach Ed	11-00-11010	\$ 94,244	\$ 105,839
Dept Ch Mth, Sci, & Soc Sci	11-00-11015	\$ 95,169	\$ 1,053
Nursing & Allied Health	11-00-11020	\$ 151,177	\$ 151,177
Distance Learning Instruction	11-00-11025	\$ -	\$ -
Developmental Education	11-00-11030	\$ 78,509	\$ 78,394
Languages	11-00-11500	\$ 400,053	\$ 400,053
Speech & Communications	11-00-11510	\$ 64,342	\$ 63,110
Social Science	11-00-12000	\$ 236,603	\$ 232,865
Behavioral Health Support	11-00-12005	\$ 73,042	\$ 72,492
Fine Arts & Communications	11-00-12500	\$ 198,228	\$ 198,228
Mathematics	11-00-13000	\$ 278,208	\$ 278,208
Engineering Technology	11-00-13005	\$ 70,095	\$ 67,595
Welding	11-00-13010	\$ 232,833	\$ 208,833
Diesel Technology	11-00-13015	\$ 28,600	\$ 27,400
Construction Trades & EOSH	11-00-13020	\$ 146,948	\$ 146,948
Life Science	11-00-13500	\$ 247,790	\$ 248,003
Physical Science	11-00-13505	\$ 203,913	\$ 203,913
Teacher Education	11-00-14000	\$ 77,817	\$ 77,817
Early Childhood Development	11-00-14005	\$ 60,052	\$ 60,052
Business Admin & Acctg Tech	11-00-14500	\$ 54,222	\$ 54,222
Business Management	11-00-14501	\$ 57,408	\$ 57,408
Info Technology Specialist	11-00-14505	\$ 225,734	\$ 225,734
Office Admin & Med Bill & Code	11-00-14506	\$ -	\$ -
Agriculture & Forestry	11-00-15000	\$ 489,464	\$ 483,914
Medical Laboratory Technology	11-00-15500	\$ 86,050	\$ 86,050
Surgical Technology	11-00-15505	\$ 218,191	\$ 102,671

THREE RIVERS COLLEGE  
SUMMARY TOTALS BY DEPARTMENT  
FISCAL YEAR 2023-2024

Budget Name	Budget Number	Requested Total	Approved Total
Law Enforcement	11-00-15510	\$ 73,408	\$ 73,408
Emergency Medical Services	11-00-15515	\$ 194,093	\$ 176,997
Fire Science	11-00-15520	\$ 171,362	\$ 58,225
Physical Education	11-00-15525	\$ 88,860	\$ 88,860
Occupational Therapy Assistant	11-00-15530	\$ 121,807	\$ 121,807
Public Safety Institute	11-00-15535	\$ -	\$ -
Nursing RN	11-00-16000	\$ 940,855	\$ 929,024
Nursing LPN Program - Poplar Bluff	11-00-16005	\$ 435,496	\$ 429,591
Tutoring & Learning Center	11-00-20000	\$ 73,929	\$ 45,180
Academic & Career Outreach Svc	11-00-20005	\$ 88,613	\$ 88,613
Distance Learning Support	11-00-20020	\$ 254,704	\$ 244,455
University Center	11-00-20025	\$ 75,911	\$ 74,486
Academic Support & Retention	11-00-20030	\$ 83,746	\$ 81,436
Library	11-00-23000	\$ 319,716	\$ 263,419
Disability Services	11-00-30010	\$ 92,191	\$ 53,718
Commencement	11-00-30015	\$ 36,154	\$ 36,154
Student Life	11-00-31000	\$ 15,125	\$ 15,125
Honors Program	11-00-31005	\$ 1,160	\$ -
Men's Basketball	11-00-32000	\$ 312,338	\$ 304,527
Women's Basketball	11-00-32005	\$ 299,018	\$ 294,437
Baseball	11-00-32010	\$ 337,883	\$ 325,081
Softball	11-00-32015	\$ 278,982	\$ 287,889
Cheerleaders	11-00-32020	\$ 69,425	\$ 69,425
Rodeo	11-00-32035	\$ 223,616	\$ 187,476
Esports	11-00-32040	\$ 29,445	\$ 28,445
Athletic Administration	11-00-32099	\$ 259,850	\$ 249,010
Advising	11-00-33000	\$ 139,947	\$ 139,947
Career Services	11-00-33005	\$ 7,298	\$ 6,998

THREE RIVERS COLLEGE  
SUMMARY TOTALS BY DEPARTMENT  
FISCAL YEAR 2023-2024

Budget Name	Budget Number	Requested Total	Approved Total
Financial Aid	11-00-34000	\$ 310,730	\$ 310,730
Recruitment	11-00-35000	\$ 66,344	\$ 66,344
Enrollment Services	11-00-35005	\$ 378,117	\$ 280,602
Registrar	11-00-35010	\$ 127,884	\$ 127,884
Phi Theta Kappa	11-00-39003	\$ 3,624	\$ 3,624
Student Government	11-00-39005	\$ -	\$ -
Spelling Bee	11-00-39024	\$ 6,000	\$ 6,000
Board Of Trustees	11-00-40000	\$ 32,280	\$ 32,280
President	11-00-40001	\$ 447,168	\$ 447,169
Chief Academic Officer	11-00-40005	\$ 213,476	\$ 213,146
Dean of Student Services	11-00-40010	\$ 216,574	\$ 200,166
Chief Financial Officer	11-00-40015	\$ 272,564	\$ 272,561
Financial Services	11-00-41000	\$ 237,450	\$ 237,450
Student Accounts	11-00-41001	\$ 230,686	\$ 194,158
Human Resources	11-00-42010	\$ 297,344	\$ 296,392
Purchasing	11-00-42015	\$ 144,091	\$ 144,091
Institutional Effectiveness	11-00-42020	\$ 356,973	\$ 331,556
Communications	11-00-43000	\$ 555,336	\$ 549,193
College Development	11-00-43010	\$ 119,979	\$ 105,114
Technology & Computer Services	11-00-44000	\$ 933,310	\$ 933,586
Student Info System Admin	11-00-44005	\$ 471,584	\$ 471,584
Insurance	11-00-60010	\$ 274,671	\$ 274,040
Maintenance Services	11-00-61000	\$ 1,758,637	\$ 1,007,304
Custodial Services	11-00-62000	\$ 315,150	\$ 344,237
Utilities	11-00-63000	\$ 672,800	\$ 602,800
Groundskeeping	11-00-64000	\$ 112,404	\$ 112,404
Land Improvements	11-00-65000	\$ 305,579	\$ 305,579
Westover Admin/Classroom Bldg.	11-00-65005	\$ 250,000	\$ 250,000

THREE RIVERS COLLEGE  
SUMMARY TOTALS BY DEPARTMENT  
FISCAL YEAR 2023-2024

Budget Name	Budget Number	Requested Total	Approved Total
Academic Resource Commons Bldg.	11-00-65010	\$ -	\$ -
Bess Activity Center	11-00-65020	\$ 1,000,000	\$ 1,000,000
911 Center Building	11-00-65030	\$ 50,000	\$ 50,000
Tinnin Fine Arts Center Bldg.	11-00-65035	\$ 35,000	\$ 35,000
Baseball Clubhouse	11-00-65045	\$ 266,000	\$ 266,000
HVAC System	11-00-65060	\$ 1,500,000	\$ 1,500,000
Libla Family Sports Complex	11-00-65085	\$ 250,000	\$ 250,000
Campus Safety	11-00-66000	\$ 210,900	\$ 210,900
Mail Services	11-00-67010	\$ 45,703	\$ 45,703
College Vehicles	11-00-67015	\$ 54,000	\$ 54,000
Academic Scholarship	11-00-70000	\$ 312,700	\$ 246,700
Emp/Dep Tuition Remission	11-00-70001	\$ 60,000	\$ 60,000
Other Tuition Remission	11-00-70002	\$ 20,000	\$ 20,000
Federal Work Study	11-00-70200	\$ 109,431	\$ 109,431
SEOG	11-00-70201	\$ 118,750	\$ 118,750
LPN Program - Sikeston	11-10-16005	\$ 257,470	\$ 257,470
Tutoring - Sikeston	11-10-20000	\$ 4,173	\$ 4,173
Center Support-Sikeston	11-10-20015	\$ 374,771	\$ 371,757
Sikeston Library	11-10-23000	\$ 40,382	\$ 40,382
Sikeston Center Bldg.	11-10-65070	\$ -	\$ -
Tutoring - Kennett	11-15-20000	\$ 1,630	\$ 1,630
Center Support-Kennett	11-15-20015	\$ 210,594	\$ 194,593
Tutoring - Dexter	11-25-20000	\$ 2,086	\$ 2,086
Center Support-Dexter	11-25-20015	\$ 254,624	\$ 250,520
Center Support - Portageville	11-30-20015	\$ 500	\$ -
Center Support-Fairdealing Farm	11-70-20015	\$ 42,238	\$ 41,338
Center Support - Small Sites	11-99-20015	\$ -	\$ -
Bookstore	12-00-50010	\$ 1,440,253	\$ 1,320,554

THREE RIVERS COLLEGE  
SUMMARY TOTALS BY DEPARTMENT  
FISCAL YEAR 2023-2024

Budget Name	Budget Number	Requested Total	Approved Total
Student Housing	12-00-50015	\$ 490,826	\$ 411,588
Tinnin Fine Arts Center	12-00-50020	\$ 163,668	\$ 159,868
Testing & Assessment	12-00-50025	\$ 141,620	\$ 83,523
Theater Productions	12-00-50045	\$ 38,695	\$ -
Continuing Education	12-00-50050	\$ 41,873	\$ 20,318
Workforce Development-Third Party	12-00-50051	\$ 461,591	\$ 448,311
Workforce Development-CDL Non Credit	12-00-50052	\$ 404,042	\$ 398,035
Rental of 2509 Three Rivers Blvd	12-00-50055	\$ 7,175	\$ 7,175
Police Academy	12-00-50060	\$ 50,000	\$ 50,000
Westwood Event Center	12-00-50095	\$ 127,417	\$ 122,744
College Transportation Services	12-00-50096	\$ 77,659	\$ 77,659
Rental of Sikeston Community Room	12-10-50080	\$ 250	\$ 250
Men's Basketball-Scholarships	22-00-32000	\$ 123,120	\$ 98,496
Women's Basketball-Scholarships	22-00-32005	\$ 123,120	\$ 98,496
Baseball-Scholarships	22-00-32010	\$ 196,992	\$ 172,368
Softball-Scholarships	22-00-32015	\$ 123,120	\$ 98,496
Student Support Services	23-00-80000	\$ 261,642	\$ 261,642
Educational Talent Search	23-00-80001	\$ 547,794	\$ 547,794
Veterans Admin Reporting Fees	23-00-80004	\$ 2,454	\$ 2,454
CARES Grant	23-00-80009	\$ -	\$ -
Project DRIVE Grant	23-00-80012	\$ 349,266	\$ 349,266
Perkins	23-00-83000	\$ 213,708	\$ 210,231
Perkins Poplar Bluff School District	23-01-83000	\$ 12,014	\$ 12,014
Perkins West Plains School District	23-51-83000	\$ 24,803	\$ 24,803
SkillUP Grant	23-00-83013	\$ -	\$ -
TREAD Grant	23-00-83018	\$ 142,500	\$ 142,500
GEER Excel Grant	23-00-83019	\$ -	\$ -
MODHSS Community Health Worker Grant	23-00-83021	\$ 28,000	\$ 28,000

THREE RIVERS COLLEGE  
SUMMARY TOTALS BY DEPARTMENT  
FISCAL YEAR 2023-2024

Budget Name	Budget Number	Requested Total	Approved Total
Missouri One-Start	23-00-86000	\$ 355,000	\$ 425,000
Enhancement Grant	23-00-86001	\$ -	\$ -
Fire Safety Grant	23-00-86006	\$ -	\$ -
CTE Salary Reimbursement Grant	23-00-86010	\$ -	\$ -
Plant Fund	51-00-00000	\$ 1,430,132	\$ 1,430,132

Total Operating Expense Budget	\$ 26,352,788
Total Capital Expense Budget	4,106,579
Grand Total	<u>\$ 30,459,367</u>

DRAFT

THREE RIVERS COLLEGE  
SUMMARY OF TRANSFERS FROM RESERVES  
FISCAL YEAR 2023-2024

**OPERATING BUDGET**

CAMPUS PROJECTS

*Signage*

\$ 8,142

*Landscaping*

5,374

STUDENT HOUSING

*Upgrades*

8,494

REPAIR & REPLACEMENT

*Facility and equipment repair fund*

43,100

TOTAL TRANSFERS FOR OPERATING EXPENSES

65,110

DRAFT



THREE RIVERS COLLEGE  
SUMMARY OF TRANSFERS FROM RESERVES  
FISCAL YEAR 2023-2024

**CAPITAL BUDGET**

CAMPUS PROJECTS	
<i>Restroom renovations</i>	250,000
<i>Drainage mitigation</i>	305,579
LIBLA FAMILY SPORTS COMPLEX	
<i>Addition</i>	250,000
BASEBALL CLUBHOUSE	
<i>Renovation</i>	266,000
WESTOVER ADMIN	
<i>Windows</i>	250,000
STUDENT HOUSING	
<i>Window replacement</i>	56,000
<i>Kitchen renovations</i>	48,000
911 CENTER BUILDING	
<i>Renovation</i>	50,000
COLLEGE VEHICLES	
<i>Used vehicles</i>	40,000
TOTAL TRANSFERS FOR CAPITAL EXPENSES	1,515,579
TOTAL TRANSFERS FROM RESERVES	\$ 1,580,689

THREE RIVERS COLLEGE  
SUMMARY OF TRANSFERS FROM RESERVES  
FISCAL YEAR 2023-2024

**ESTIMATED RESERVES BALANCE PROJECTION**

Reserves as of 5/3/23	\$	8,335,062
Use of reserves above		(1,580,689)
Projected future reserves balance		6,754,373
 Proposed operating budget		 26,352,788
25% of operating budget		6,588,197
 Remaining reserves in excess of minimum 25%		 \$ 166,176

DRAFT

## **VI.I1. Consideration and approval of moving August Board Meeting to August 23, 2023**

### **BACKGROUND INFORMATION--HISTORY**

Due to the timing of the Tax Levy reporting by our taxing district, the August meeting needs to be later in the month. This will allow additional time for the counties to report to the State and for the College to receive the tax rate for calendar year 2022.

### **POSSIBLE ALTERNATIVES**

None

### **FINANCIAL IMPLICATIONS**

None

### **ADMINISTRATIVE RECOMMENDATIONS**

Administration recommends approving the changing of the dates in order to have the information from the state to set the tax rate in 2022.

### **V1.III. Consideration and approval of real estate purchase in Sikeston**

#### **BACKGROUND INFORMATION--HISTORY**

A review of our programmatic offerings has shown that there is a need for both the CDL and the Diesel Technology program in the Sikeston, MO area. In order to properly offer the programs, an appropriate facility is required.

#### **POSSIBLE ALTERNATIVES**

Not offer the programming in the Sikeston area.

#### **FINANCIAL IMPLICATIONS**

Acquisition cost of the facility is \$ 225,000.00 for the property and minor remodeling. Grant funds have been secured for outfitting the facility.

#### **ADMINISTRATIVE RECOMMENDATIONS**

Authorize the College president to execute the contract and all necessary paperwork to provide the instruction and acquire the facility.

Consideration of Personnel Action  
Employment of Personnel  
Part-time Tinnin Center Assistant

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X Support Staff – Replacement for Jonathan Abney; resignation approved 3/14/23

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME: Corey Butler

POSITION TITLE: Part-time Tinnin Center Assistant

SALARY: \$12.00/hour

FULL-TIME \_\_\_\_\_ PART-TIME: X

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months X

Other: \_\_\_\_\_

STARTING DATE: June 5, 2023

QUALIFICATIONS:

Degree                      Ed. Institution                      Major

EXPERIENCE

06/2018 - present	Independent Living Center of SEMO Poplar Bluff, MO	Home Health Aide
09/2013 – 02/2016	John J Pershing VA Medical Center Poplar Bluff, MO	Health Benefits Advisor/ Medical Support Assistant
06/2022 – present	Poplar Bluff Stage Company Poplar Bluff, MO	Tech Coordinator
2013	SEMO DJ Poplar Bluff, MO	DJ/MC
09/2005 – 09/2013	Medley Home Solutions Poplar Bluff, MO	Construction Worker
06/2009 – 08/2012	US Navy San Diego, CA	Cryptologic Technician

(06/21/2023)

Consideration of Personnel Action  
Employment of Personnel  
Distance Learning Assistant

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X Support Staff – New position

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME: Melissa Byrd

POSITION TITLE: Distance Learning Assistant

SALARY: \$15.50 per hour

FULL-TIME X PART-TIME: \_\_\_\_\_

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months X

Other: \_\_\_\_\_

STARTING DATE: June 13, 2023

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAS	Three Rivers College Poplar Bluff, MO	Diversified Technology

EXPERIENCE

<u>01/2015 – 02/2023</u>	<u>First American Data &amp; Analytics</u>	<u>Offshore Coordinator/ Business Associate-NE</u>
	<u>Santa Ana, CA (remote)</u>	
<u>07/2012 – 01/2015</u>	<u>Independent Contractor</u>	<u>Title Searcher</u>
<u>01/2007 – 01/2012</u>	<u>Southerland Title</u>	<u>Title Searcher</u>
	<u>Poplar Bluff, MO</u>	

(06/21/2023)

Consideration of Personnel Action  
 Employment of Personnel  
 Part-time Administrative Assistant, Human Resources  
**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X Support Staff

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME: Dawn Massa

POSITION TITLE: Part-time Administrative Assistant/Human Resources

SALARY: \$13.00/hour

FULL-TIME \_\_\_\_\_ PART-TIME: X

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months X

Other: \_\_\_\_\_

STARTING DATE: June 20, 2023

QUALIFICATIONS:

Degree                      Ed. Institution                      Major

EXPERIENCE

03/2021 – 06/2022	Hackworth, Ferguson & Thompson, LLC Piedmont, MO	Legal Assistant Ferguson
2017 – 2021	Alpha Media – KTJJ/KREI Farmington, MO	Traffic Coordinator
2014 – 2016	Admits & Zagabor Bellmawr, NJ	Receptionist
2011 – 2014	Victory Refrigeration Cherry Hill, NJ	Receptionist

(06/21/2023)

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Resignation  
Assistant Director, Housing

## **BACKGROUND INFORMATION**

### **HISTORY**

Ms. ShaeLynn Dixon has been employed with the College since August 2021. Since July 2022, Ms. Dixon has served as the Assistant Director, Housing. She has submitted her request for resignation, effective June 5, 2023.

## **FINANCIAL IMPLICATIONS**

This is a full-time, institutionally funded non-exempt, staff position.

## **ADMINISTRATIVE RECOMMENDATION**

Accept Ms. Dixon's resignation and proceed with review of the position and the appropriate replacement process.

06/21/2023





# THREE RIVERS COLLEGE

Poplar Bluff Campus  
2080 Three Rivers Blvd. | Poplar Bluff, MO 63901  
Phone: 573-840-9600 | Toll Free: 877-879-8722  
trcc.edu

June 5, 2023

Wesley A. Payne, Ph.D.  
President  
Three Rivers College  
2080 Three Rivers Blvd.  
Poplar Bluff, MO 63901

Dr. Payne,

Please accept this letter as my resignation of employment from Three Rivers College, effective immediately.

Sincerely,

ShaeLynn Dixon

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Resignation  
Part-time Education Coordinator/Educational Talent Search

## **BACKGROUND INFORMATION**

### **HISTORY**

Ms. Abigail Heuser has been employed as the Part-time Education Coordinator with Educational Talent Search since January 2022. She has submitted her request for resignation, effective May 26, 2023.

## **FINANCIAL IMPLICATIONS**

This is a part-time grant-funded position funded by the US Department of Education.

## **ADMINISTRATIVE RECOMMENDATION**

Accept Ms. Heuser's resignation and proceed with review of the position and the appropriate replacement process.

06/21/2023

May 26th, 2023

Abbey Heuser  
1414 Woodland Dr  
Poplar Bluff MO, 63901

To: Mr. Zach McNulty  
2080 Three Rivers Blvd  
Poplar Bluff, MO 63901

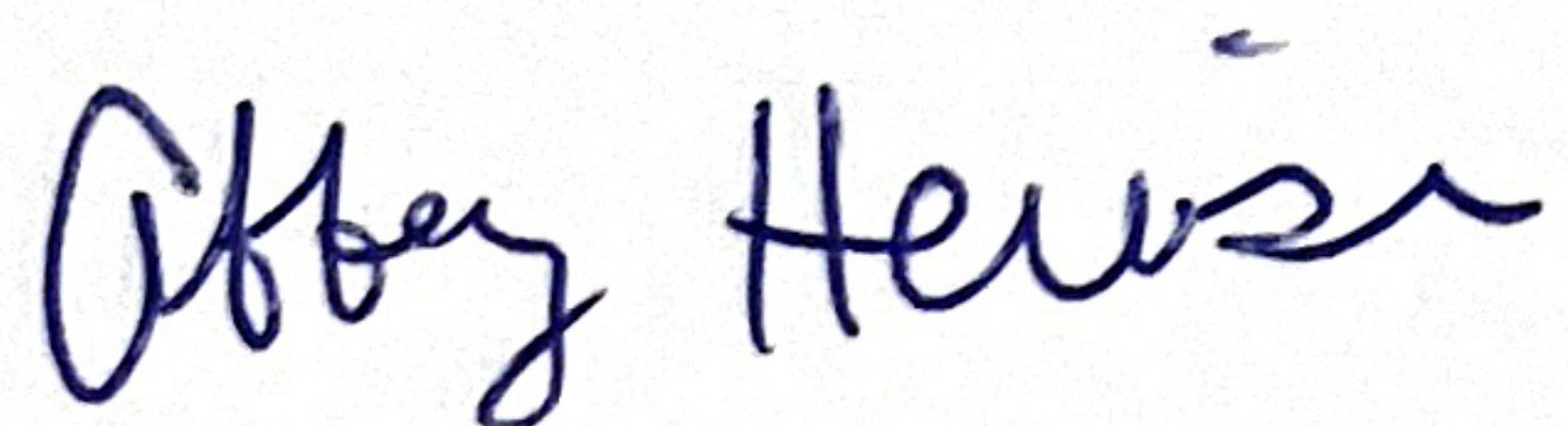
Dear Zach,

I am sad to say that I will be resigning my position as the Education Coordinator for the Talent Search Program effective 5/26/2023.

I have immensely enjoyed my time with your program, and if not for other employment opportunities I would have been glad to stay for the rest of my career! I am so thankful for the opportunity to serve youth in the Southeast Missouri region with Talent Search. It is an amazing program, doing great things for kids in our area.

Thank you for letting me be a part of your team!

Sincerely,



Abbey Heuser

## UPCOMING EVENTS

**Free Training for Early Care Teachers:** 6-9 p.m. June 26, Robert W. Plaster Free Enterprise Bldg., Room 108. Free, 3-hour training for Child Care Programs with Subsidy – Early Care Teachers: Social-Emotional Learning (SEL) with a Conscious Approach to Discipline.

**Summer “B” Session begins:** July 3

**Independence Day:** July 4 - College closed.

**31<sup>st</sup> Annual Children’s Theater Drama Camp:** 9 a.m. – 12 p.m. July 17-21, Tinnin Theater. Directed by JoNell Seifert. Performance on July 21 at 11 a.m. (Camp is sold out.)

**Battle of the Bulls:** 7 p.m. July 22, Ray Clinton Park. Open to all bull riders who want to participate. There will be food trucks and bounce houses for kids.

**Summer Hours:** End July 28. Office hours return to 8 a.m. to 5 p.m. Monday through Friday on August 1.

**Convocation:** August 14.

**Patrons of the Arts Season Kickoff:** 6 p.m., August 17, Tinnin.

**Fall Registration ends:** August 18.

**First day of Fall Classes:** August 21.

For the most current information on upcoming events, view the College Calendar at [www.trcc.edu](http://www.trcc.edu).



DAR News Articles  
May 10 – June 14

**May 17:** Behavioral health supervisor honored by Three Rivers

**May 18:** TRC honors health partners for COVID Aid

**May 20:** TRC highlights success at graduation

**May 24:** Three Rivers College honors top students

**May 24:** Former Kennett star transforms self physically, academically at Three Rivers (*baseball*)

**May 27:** Saffle signs letter to play baseball at Three Rivers College next season

**May 30:** Hoopers buy bricks for Bess

**May 30:** Riggins-Pearson finds balance in business, family (graduate of 3R 2014).

**June 2:** TRC rodeo adds to next season's roster

**June 3:** Ballard Ready for Big Stage: Raider rodeo athlete to compete at CNFR

**June 6:** Three Rivers College to host 10<sup>th</sup> annual golf fundraiser

**June 7:** Three Rivers College releases spring 2023 dean's list

**June 7:** Girls Hoops hits TRC – Inaugural girls basketball league in full swing for summer