

**Collin County Community College District Board of Trustees**

2025-01-2

January 31, 2025

Resource: Melissa Irby  
Chief Financial Officer

**AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval for the Modification to the Current Minimum Unrestricted Fund Balance Resolution

**DISCUSSION:** The Board of Trustees approved a resolution in November 2003 to establish a Minimum Unrestricted Fund Balance for the College. The resolution has not been modified since it was approved in 2003. The existing resolution established a Minimum Unrestricted Fund Balance equaling 25% of the Total Current Budgeted Expenditures minus amounts budgeted as Non-mandatory Transfers, Contracts and Grants, and Current Year Reserves and Contingencies. Based on the current resolution, the Minimum Unrestricted Fund Balance calculation for FY 2024 is \$61.2 million. Based on further review and analysis of the resolution adopted in 2003, the District President is recommending a modification to the existing resolution to establish the Minimum Unrestricted Fund Balance equal to 15% of the Total Current Year Unrestricted Fund Budgeted Expenses. If the Board of Trustees approves the modification to the resolution, the calculated Minimum Unrestricted Fund Balance calculation for FY 2025 is \$55 million.

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the modification to the resolution establishing the Minimum Unrestricted Fund Balance equal to 15% of the Total Current Year Unrestricted Fund Budgeted Expenses.

**SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the modification to the resolution establishing the Minimum Unrestricted Fund Balance equal to 15% of the Total Current Year Unrestricted Fund Budgeted Expenses."