

LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees

February 5, 2026

Volume 61

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held in a conventional manner with virtual access via a telecommunications device on Thursday, February 5, 2026. Public in-person access was available in the Nevin Earl Remaley Technology Center, Room TC203, on the Schnecksville Campus, PA. Mr. David J. Hein, Vice Chair, convened the meeting at 4:30 p.m.

Members Present:

Ms. Sharon L. Albert	Ms. Jeanne M. Knepper
Mr. Daniel C. Bosket	Mr. Matthew T. Korp
Mr. John W. Corby	Mr. David L. Krause
Mr. Samuel P. DeFrank	Ms. Audrey L. Larvey
Mr. William P. Fonzone, Sr	Mr. Kenneth H. Mohr, Jr.
Mr. Mathias J. Green, Jr.	Mrs. Ann L. Thompson
Mr. David J. Hein	
Dr. Barbara C. Kistler	

It was announced that all Trustees were present for the Board meeting, however, one Trustee was absent from the meeting. The Vice Chair and Solicitor were notified during the meeting.

Staff Present:

Ms. Tracy Bean, Executive Assistant to the President and Board of Trustees
Dr. Ann D. Bieber, President
Dr. Cindy Haney, Vice President for Enrollment Management
Mr. Joshua Mitchell, CIO
Ms. Stefanie Nester, Vice President for Finance and Administrative Services
Dr. Melanie Turrano, Professor of English
Ms. Larissa Verta, Vice President for Academic Services & Student Development

Counsel Present:

Attorney Paul S. Frank

Press Present:

None.

Others Present:

None.

Members of Public Present:

None.

Public Comment:
None.

Agenda Items

Minutes of Previous
Meeting
January 8, 2026

On a motion by Trustee Fonzone, seconded by Trustee Thompson, the minutes for the January 8, 2026 LCCC Board of Trustees meeting were approved.

Treasurer's Report

Trustee Fonzone, Treasurer, provided the Treasurer's Report as listed below:

Cash Balance 12/01/2025	\$39,305,017.00
Receipts	<u>+8,343,393.00</u>
Total	\$47,648,410.00
Disbursed	<u>-5,898,258.00</u>
Cash Balance 12/31/2025	<u>\$41,750,151.00</u>

Total revenues are \$29,045,813 or 61% of the budget compared to 60% last year. Total expenditures are \$24,227,056 or 50% of the budget compared to 47% last year. The college did receive the second quarter funding payment at the end of December to close our year-to-date gap in revenue.

President's Report

Dr. Bieber reported on the announcement of Eli Lilly establishing a pharmaceutical manufacturing facility in the Lehigh Valley and that the college has been pre-allocated a \$5M RACP grant to establish a biotechnology suite on campus. The college will provide a \$5M match. A small team from LCCC has been working on this proposal for about 1 ½ years.

Dr. Bieber also reported that funding from the state will remain flat, which is disappointing; a 6% increase was requested. Several legislators are working with PACC and the governor's office to continue the conversations.

Dr. Bieber announced that Senator McCormack's office informed her that we are to receive an appropriation from his office in the amount of \$463,000 to assist in the upgrade of mechatronics labs and new robotics labs.

Dr. Haney provided the enrollment report. We are in the second week of spring term. Currently we are down 2.9% in headcount, and down 3.9 % in credit hours. The first week of classes we had a closure and a late start due to the weather. The team will continue to work with students who were dropped for non-

payment. The challenges of fake and fraudulent applications continues to be addressed.

Personnel,
Curriculum and
Government
Relations
Committee:
*Finance, Reserves,
and Deferred
Maintenance*

Trustee Kistler reported the Open Job Report was reviewed and a Title IX update was provided at the committee meeting.

Trustee Kistler welcomed Ms. Stefanie Nester, VP of Finance and Administrative Services for her *Finance, Reserves, and Deferred Maintenance* presentation.

VP Stephanie Nester presented a detailed overview of the college's financial situation, including budget trends, deferred maintenance needs, and reserve balances.

The 26-27 budget was approved at the January Board meeting. It is comprised of the Operating, Grants, Debt Services/Leases and, Capital Funding budgets. They're separated because we have to spend the money received in those categories, in the specific ways for which they were intended, in order to remain compliant with state and federal mandates.

She outlined the breakdown for revenue sources. Tuition and fees from credit programs remain the largest source of our revenue. Our state appropriation remains steady at about a third of our revenue. Revenue from non-credit averages about \$3 million a year. Based on state and federal focus on job training and workforce development, bridging non-credit with credit programs is going to be our best opportunity for growth in the near future.

A comparison slide was shown to highlight our operating budget to credit hours. Our total expenses have increased while our enrollment has dropped.

Capital projects and renovations consist of deferred maintenance and upgrades needed to our buildings and infrastructure.

- The current Facilities Master plan began with a facility condition assessment conducted by two local engineering and architect firms in 2022. It's updated each year to reflect deferred maintenance projects that we plan to work on based upon an assessment of the priority needs.
- Projects typically get prioritized based on finding funding sources to help pay for the cost. Each year, the college submits funding applications for two large projects to PDE to request half of the funding for those projects.
- The grant office identifies funding opportunities and writes grant applications to help us gain additional funding.

Another chart shows our estimated capital spending compared to estimated funding sources. We just received notice on Monday that our PDE requests for the Berrier Hall ramp repairs, and the bundled project of the air handling units and chillers for six different buildings has been approved.

In reviewing the Debt Service, it was noted that the debt service will begin to drop in 2028. It goes from \$1.6 million in 2027 down to just over \$700,000 in 2028. Based on that, and having about a \$10 to \$15 million overall funding gap going out 5 years, the college should consider a bond issue in 2028 to fund some of the larger projects and to maintain the debt service inflows from the sponsors in the state.

Moody's has consistently called out our reserves as an indication of fiscal strength and support by our sponsors and the Commonwealth. The schedule is also in the budget book.

Finally, traditional enrollment trends present a challenge, our strategic plan continues to guide our capital strategy and our reserves allocation to help support non-credit and other high-demand growth areas to stabilize our future.

The board discussed the need for a bond issue in 2028 to address funding gaps for capital projects, and the need for financial flexibility in the future.

PACCC Legislative/
Governmental
Affairs Update

Trustee Thompson provided the following Legislative/
Governmental Update:

- She provided a recap of the Eli Lilly announcement, noting how exciting and well executed the event was.
- The ACCT Federal Legislative Training webinar was held today and it reviewed how the federal budgets impact on community colleges, which was more positive due to local advocacy efforts.

A complete report for this committee can be found in its minutes of January 19, 2026.

Finance and
Facilities
Committee

Trustee Mohr reviewed this committee's minutes for January 19, 2026. The committee reviewed the Cash Flow Statement, Revenue and Expenditures, Net Assets, SGA, and Auxiliary Reports. It was noted in the Accounts Receivable report that a payment is expected in the amount of \$600,000 from one of our sponsoring school districts. The following were also reviewed; Enrollment Data Update, Second Quarter Grants Report, Second Quarter Training

contracts report, the Unemployment Compensation report and the Quarterly TIAA/CREF update.

The Board approved the following Resolutions:

Resolution 61.16

CDL Training Program Instruction & Testing Services

This Resolution is to approve the hiring of Lindenwood Education System dba Ancora Holdings, to provide Commercial Driver's License Instruction & Testing Services for the amount specified as outlined in the contract for the period of February 20, 2026 to February 19, 2027, and was approved with a vote of 14 Yea and 0 Nay.

Resolution 61.17

Approval of Submission of RACP Funding Application for LCCC Main Campus

This Resolution is to approve the application submission to the Commonwealth of Pennsylvania Redevelopment Assistance Capital Program (RACP) requesting grant funding of up to \$5Million Dollars for the Science Hall Renovation and Remodeling of the Fowler Education Center and the creation of the Center for Advanced Manufacturing and Bioprocessing Training, and was approved with a vote of 14 Yea and 0 Nay.

A complete report for this committee can be found in its minutes of January 19, 2026.

Negotiations
Committee

No report.

Joint Coordinating
Committee

No report. Next meeting is March 20, 2026.

LCCC Foundation

Trustee Kistler reported the Foundation's received a donation of \$100,000 for the CDL program. A reminder that Bingo is on Saturday, April 11th. Trustees were encouraged to contribute restaurant card donations for auction at the event. The deadline to accept gift cards is March 16.

Old Business

Trustee Mohr provided an update regarding the search for the Vice President of Finance and Administration position. Two candidates were brought to campus for interviews, an offer was made to one of the candidates, however, he chose to take an offer from another company. The administration is moving forward with the second candidate and we hope to have an answer in the next 48 hours.

New Business

Trustee Fonzone commented on the Governor's budget report and his areas of concern.

Dr. Bieber shared some details of the biotech lab after an inquiry from Trustee Krause.

Trustee Krause recognized Andrea Strock and what an excellent job she did in her role for the trustees.

Public Comment –
Non-Agenda

None.

Announcements

None.

Adjournment

Vice Chair Hein adjourned the meeting at 5:28pm.

Respectfully submitted,



Ms. Sharon Albert, Secretary
Board of Trustees
Lehigh Carbon Community College