

**AGENDA ITEM #X-D-2
JULY 16, 2024
HIGHLAND COMMUNITY COLLEGE BOARD**

**SERVICE AGREEMENT WITH STRATUS NETWORKS, INC.
FOR DEDICATED INTERNET ACCESS**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the attached service order from Stratus Networks, Inc. for dedicated internet access at a cost not to exceed \$400 per month (\$4,800 per year) for five years.

BACKGROUND: At the April 30, 2024, Board of Trustees meeting, a services agreement was approved to continue utilizing iFiber for the College’s primary internet connection. Before the agreement could be signed by both parties, iFiber was acquired by Stratus Networks. This new service order renews our existing internet connection service with the new owner, Stratus Networks, for the same terms as the previous agreement. Highland has used Stratus Networks for two years for our backup internet connection, making this a smooth transition. The costs for our primary internet connection are a regular expense for the College and are included in the annual budget.

BOARD ACTION: _____



SERVICE ORDER

Customer's completion of a Service Order and any Change Order, as well as continued use of the Services, constitutes Customer's acceptance of Stratus Networks' Service Agreement and the Terms and Conditions (the "T&Cs") incorporated herein by reference and available at www.stratusnet.com/legal-information/.

Customer Information				
Customer Name	Highland Community College		Account #	8133
Billing Address	2998 W Pearl City Rd		Room/Suite	
City, State, Zip	Freeport, IL 61032			
Contact Information				
Contact	Name	Email	Phone #	
Order	Pete Fink	pete.fink@highland.edu	815-599-3480	
Local	Pete Fink	pete.fink@highland.edu	815-599-3480	
Billing	Pete Fink	pete.fink@highland.edu	815-599-3480	
Service Information				
Bandwidth: 1 Gbps	Quantity: 1	Estimated Availability Date: Standard interval 30-45 business days for most services; 120 for fiber	Customer Requested Due Date: Accept Early? Yes <input type="checkbox"/> No <input type="checkbox"/>	*Paid Expedite: Yes <input type="checkbox"/> NO <input type="checkbox"/> (check one)
Service Description:	1 Gbps Ethernet Private Line (EPL)			
Location Information				
Location A:		Location Z:		
Name	Highland Community College	Name	Zeke Girogi Distro	
Address	2998 W Pearl City Rd	Address	200 S Wyman St	
Room/Suite		Room/Suite		
City/State/ZIP	Freeport, IL 61032	City/State/ZIP	Rockford, IL 61101	
Pricing Information				
Minimum Service Term	60 Month Term	Monthly Recurring Charges (MRC): \$400.00	Non-Recurring Charges (NRC): \$0.00	
Comments:	Renewing PON 2729.01.06.2024			
Authorization				
Customer Name: Please sign, print your name and title, and date below. Your signature acknowledges that you are duly authorized to execute and deliver this Service Order		Stratus Networks Use Only		
Signature:		Signature:		
Print Name:		Print Name:		
Title:		Title:		
Date:		Date:		

*Expedited orders will have additional charges to the customer. If purchasing a product with asymmetric bandwidth, do note that performance is best effort, speeds are not guaranteed, and the standard Stratus SLA does not apply. Taxes and surcharges not included. Any DIDs not provisioned with e911 at customer's direction will incur unprovisioned 911 charges in the amount of \$50 per event if 911 calls are made from an unprovisioned DID.

**AGENDA ITEM #X-D-3
JULY 16, 2024
HIGHLAND COMMUNITY COLLEGE BOARD**

**ACCEPTANCE OF QUOTE FOR FORTINET INFORMATION TECHNOLOGY
SUBSCRIPTION SECURITY AND MAINTENANCE SERVICES FROM
PARAGON DEVELOPMENT SYSTEMS (PDS)**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the attached quote for Fortinet information technology subscription security and maintenance services from Paragon Development Systems (PDS) at a cost not to exceed \$167,144 over three years.

BACKGROUND: Fortinet is known as a leader in the security sector, and Highland uses their products for our main network firewall (active and secondary firewalls), email filter, and network traffic flow analytics tool. These products provide the bulk of the College's network security measures. Each of these products requires a subscription to provide hardware and software support, software upgrades and patches, and access to the constantly updating lists of known security vulnerabilities and attack methods. This quote provides these services for all of our products for the next three years.

BOARD ACTION: _____



PDS, A Converge Company
 N57 W39605 Hwy 16
 Dock 4
 Oconomowoc, Wisconsin 53066
 United States
 (P) 262-569-5300

Quote (Open)	
Date Jul 02, 2024 12:01 PM CDT	Expiration Date 08/01/2024
Modified Date Jul 02, 2024 01:09 PM CDT	
Quote # 2309882 - rev 1 of 1	
Description 3Yr Fortinet Renewal	
SalesRep Swanson, Thomas (P) 651-707-1808	
Customer Contact Fink, Peter (P) 8155993480 pete.fink@highland.edu	

Customer
 Highland Community
 College (008775)
 Fink, Peter
 2998 West Pearl City Road
 Freeport, IL 61032
 United States
 (P) 8152356130

Bill To
 Highland Community College
 Payable, Accounts
 2998 West Pearl City Road
 Freeport, IL 61032
 United States

Ship To
 Highland Community College
 Receiving, Shipping
 2998 West Pearl City Road
 Freeport, IL 61032
 United States
 5272

Payment Method
 Terms: Purchase Order (Net 30)

Customer PO:

Terms:
 Purchase Order (Net 30)

Ship Via:
 FedEx Ground
Carrier Account #:

Special Instructions:

#	Description	Part #	Qty	Unit Price	Total
1	Co-Term Service for Fortinet Fortinet - pds #: 381412	FORTICO-TERM	1	\$167,143.76	\$167,143.76

SNs:
 FG10E1TB21900483
 FG10E1TB21900461
 FEVM02TM24000134

Total: \$167,143.76

Co-term End Date: 8/14/27

Terms and Conditions

Unless a specific Master Services & Product Sales Agreement is in effect between the parties, this quote is subject to PDS Terms & Conditions which can be viewed at http://www.shoppds.com/terms_of_sale.aspx

Shipping and tax amounts are estimated.

Purchases made by credit card may be subject to a 3.5% Convenience Fee at the time of invoicing.

PDS has been notified by numerous technology manufacturers that pricing is subject to rapid change due to global component shortages and related price increases. This situation is not unique to PDS.

Please contact your sales team with additional questions.

**AGENDA ITEM #X-D-4
JULY 16, 2024
HIGHLAND COMMUNITY COLLEGE BOARD**

**PAYMENT OF BILLS AND AGENCY FUND REPORT
MAY 2024**

RECOMMENDATION OF THE PRESIDENT: It is recommended that the Highland Community College Board approves the following Resolution for the payment of the May 2024 bills, including Board travel.

RESOLUTION: Resolved that Jill Janssen, Treasurer, be and she is hereby authorized and directed to make payments or transfers of funds as reflected by warrants 363411 through 363702 amounting to \$951,550.04, Automated Clearing House (ACH) debits W0000655 amounting to \$42,822.47, Other Debits D0000127 amounting to \$17,100.00, and Electronic Refunds of \$428.00, with 11 adjustments of \$21,199.20, such warrants amounting to \$990,701.31. Transfers of funds for payroll amounted to \$1,049,851.08.

Automated Clearing House (ACH) debits are Fifth Third Bank in the amount of \$42,822.47. Other Debits consists of bookstore buyback. Electronic Refunds are issued to students. May had three payrolls.

BOARD ACTION: _____

**HIGHLAND COMMUNITY COLLEGE
AGENCY FUND
Balance Sheet, May 31, 2024**

	PREVIOUS BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
US BANK	\$235,287.94	\$1,250.00	\$0.00	\$236,537.94
FIFTH THIRD	8,508.40	0.00	0.00	8,508.40
UNION SAVINGS BANK	177,309.74	702.54	0.00	178,012.28
TOTAL ASSETS	\$421,106.08	\$1,952.54	\$0.00	\$423,058.62
1010 HCC ORCHESTRA				
1011 TRANSFER FUNDS				
1012 FORENSICS SCHOLAR				
1013 INTEREST ON INVEST.				
1014 TRUSTS AND AGENCIES				
1015 CARD FUND				
1016 DIST #145 ROAD AND LOT	70,074.89			70,074.89
1017 HCC ROAD AND LOT	112,651.85			112,651.85
1018 YMCA ROAD AND LOT	102,651.32	416.66		103,067.98
1019 YMCA BLDG/MAINT	11,877.47	833.34		12,710.81
1020 HCC BLDG/MAINT	13,799.63			13,799.63
1021 YMCA/HCC INTEREST	101,542.52	702.54		102,245.06
1022 HCC SECTION 125 PLAN	8,508.40			8,508.40
1023 Ic3SP CAREER SERVICES	0.00			0.00
TOTAL	\$421,106.08	\$1,952.54	\$0.00	\$423,058.62

**AGENDA ITEM #X-D-5
JULY 16, 2024
HIGHLAND COMMUNITY COLLEGE BOARD**

**PAYMENT OF BILLS AND AGENCY FUND REPORT
JUNE 2024**

RECOMMENDATION OF THE PRESIDENT: It is recommended that the Highland Community College Board approves the following Resolution for the payment of the June 2024 bills, including Board travel.

RESOLUTION: Resolved that Jill Janssen, Treasurer, be and she is hereby authorized and directed to make payments or transfers of funds as reflected by warrants 363703 through 364128 amounting to \$1,489,869.21, Automated Clearing House (ACH) debits W0000656 amounting to \$50,013.57, Other Debits D0000128 amounting to \$104.34, and Electronic Refunds of \$1,536.44, with 1 adjustments of \$12.29, such warrants amounting to \$1,541,511.27. Transfers of funds for payroll amounted to \$651,841.65.

Automated Clearing House (ACH) debits are Fifth Third Bank in the amount of \$50,013.57. Other Debits consists of replenishing petty cash in the cashier's office. Electronic Refunds are issued to students.

BOARD ACTION: _____

**HIGHLAND COMMUNITY COLLEGE
AGENCY FUND
Balance Sheet, June 30, 2024**

	PREVIOUS BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
US BANK	\$236,537.94	\$1,250.00	\$30,140.51	\$207,647.43
FIFTH THIRD	8,508.40	0.00	0.00	8,508.40
UNION SAVINGS BANK	178,012.28	0.00	0.00	178,012.28
TOTAL ASSETS	\$423,058.62	\$1,250.00	\$30,140.51	\$394,168.11
1010 HCC ORCHESTRA				
1011 TRANSFER FUNDS				
1012 FORENSICS SCHOLAR				
1013 INTEREST ON INVEST.				
1014 TRUSTS AND AGENCIES				
1015 CARD FUND				
1016 DIST #145 ROAD AND LOT	70,074.89			70,074.89
1017 HCC ROAD AND LOT	112,651.85			112,651.85
1018 YMCA ROAD AND LOT	103,067.98	416.66		103,484.64
1019 YMCA BLDG/MAINT	12,710.81	833.34	15,070.25	(1,526.10)
1020 HCC BLDG/MAINT	13,799.63		15,070.26	(1,270.63)
1021 YMCA/HCC INTEREST	102,245.06			102,245.06
1022 HCC SECTION 125 PLAN	8,508.40			8,508.40
1023 Ic3SP CAREER SERVICES	0.00			0.00
TOTAL	\$423,058.62	\$1,250.00	\$30,140.51	\$394,168.11

**AGENDA ITEM #XI-A-1
JULY 16, 2024
HIGHLAND COMMUNITY COLLEGE BOARD
FY24**

**TREASURER'S REPORT
STATEMENTS OF REVENUE, EXPENDITURES &
CHANGES IN FUND BALANCE
(Cash basis, encumbrances included.)**

- Please see the attached statements of revenue, expenditures, and changes in fund balance for May 2024.

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE
 FY24

OPERATING FUNDS (EDUCATIONAL AND OPER. & MAINT. FUNDS COMBINED)
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

<u>REVENUE:</u>	<u>Budget</u>	<u>Year- to-Date</u>	<u>Percent</u>
Local Taxes	\$7,829,778	3,786,536	48.4%
Credit Hour Grants	1,441,684	1,347,221	93.4%
Equalization	50,000	45,833	91.7%
ICCB Career/Tech Education	136,719	144,849	105.9%
ICCB Performance	30,000	7,275	24.3%
CPP Replacement Tax	965,000	678,341	70.3%
Federal Sources	123,000	136,413	110.9%
Tuition & Fees	5,000,000	4,823,980	96.5%
Sales & Services	29,950	36,308	121.2%
Facilities Revenue	111,850	90,052	80.5%
Interest on Investments	235,000	482,238	205.2%
Non-Govt. Gifts, Grants	361,983	370,000	102.2%
Miscellaneous	39,226	56,675	144.5%
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Total Revenue	\$16,354,190	\$12,005,721	73.4%
<u>EXPENDITURES:</u>			
Salaries	\$10,339,130	\$9,450,996	91.4%
Employee Benefits	2,408,870	2,256,829	93.7%
Contractual Services	1,578,893	1,316,181	83.4%
Materials & Supplies	1,033,210	892,199	86.4%
Conference & Meeting	290,000	209,482	72.2%
Fixed Charges	78,030	58,326	74.7%
Utilities	764,991	695,742	90.9%
Capital Outlay	48,038	27,346	56.9%
Other Expenditures	270,028	318,763	118.0%
Transfers (In) Out	(457,000)	-	0.0%
	-----	-----	-----
Total Expenditures	\$16,354,190	\$15,225,864	93.1%
Excess of Revenues Over Expenditures	\$0	(\$3,220,143)	
Fund Balance 7/1/23	7,232,750	7,232,750	
	-----	-----	
Fund Balance 5/31/24	\$7,232,750	\$4,012,607	

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE BOARD
 FY24

OPERATIONS AND MAINTENANCE FUND (RESTRICTED)
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

REVENUE:	Budget	Year to-Date	Percent
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Local Taxes	\$1,100,000	\$498,804	45.3%
Interest	-	323,299	100.0%
	-----	-----	-----
Total Revenue	\$1,100,000	\$822,103	74.7%
EXPENDITURES:			

Contractual Services	61,800	167,396	270.9%
Capital Outlay	10,313,196	3,578,418	34.7%
	-----	-----	-----
Total Expenditures	10,374,996	3,745,814	36.1%
Excess of Revenues Over Expenditures	(\$9,274,996)	(\$2,923,711)	
Fund Balance 7/1/23	\$10,551,632	\$10,551,632	
	-----	-----	
Fund Balance 5/31/24	\$1,276,636	\$7,627,921	

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE BOARD
 FY24

AUXILIARY ENTERPRISE FUND
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Tuition and Fees	\$475,000	\$458,997	96.6%
Bookstore Sales	480,100	397,555	82.8%
Athletics	48,410	28,235	58.3%
Other	108,605	222,384	204.8%
-----	-----	-----	-----
Total Revenue	\$1,112,115	\$1,107,171	99.6%
EXPENDITURES:			

Salaries	\$332,881	\$305,346	91.7%
Employee Benefits	22,001	27,858	126.6%
Contractual Services	115,030	88,419	76.9%
Materials & Supplies	618,830	618,442	99.9%
Conference & Meeting	364,475	255,371	70.1%
Fixed Charges	24,644	11,245	45.6%
Utilities	840	893	106.3%
Capital Outlay	20,007	39,625	198.1%
Other Expenditures	24,170	64,461	266.7%
Transfers	(60,000)	-	-
-----	-----	-----	-----
Total Expenditures	\$1,462,878	\$1,411,660	96.5%
Excess of Revenues Over Expenditures	(\$350,763)	(\$304,489)	
Fund Balance 7/1/23	\$1,237,676	\$1,237,676	
-----	-----	-----	
Fund Balance 5/31/24	\$886,913	\$933,187	

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE BOARD
 FY24

RESTRICTED PURPOSE FUND
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

<u>REVENUE:</u>	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent</u>
Vocational Education	\$158,765	108,515	68.3%
Adult Education	247,455	226,561	91.6%
Other Illinois Sources	596,064	729,663	122.4%
Department of Education	3,835,339	3,733,289	97.3%
Other Federal Sources	711,303	513,770	72.2%
Tuition & Fees	645,000	630,206	97.7%
Sales & Service Fees	34,300	978	2.9%
Interest	20,000	61,736	308.7%
Non-govt. Gifts, Grants	879,500	60,055	6.8%
Other	328,417	284,290	86.6%
	-----	-----	-----
Total Revenue	\$7,456,143	6,349,063	85.2%
<u>EXPENDITURES:</u>			
Salaries	\$1,603,030	\$1,643,461	102.5%
Employee Benefits	426,880	403,509	94.5%
Contractual Services	1,325,588	775,998	58.5%
Materials & Supplies	390,522	337,344	86.4%
Conference & Meeting	182,395	106,737	58.5%
Fixed Charges	26,608	2,132	8.0%
Utilities	4,872	-	0.0%
Capital Outlay	1,412,085	993,026	70.3%
Other Expenditures	520,375	466,013	89.6%
Financial Aid	2,438,010	2,523,956	103.5%
Transfers out (in)	402,000	-	0.0%
	-----	-----	-----
Total Expenditures	\$8,732,365	\$7,252,176	83.0%
Excess of Expenditures Over Revenue	(\$1,276,222)	(\$903,113)	
Fund Balance 7/1/23	2,085,366	2,085,366	
	-----	-----	
Fund Balance 5/31/24	\$809,144	\$1,182,253	

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE BOARD
 FY24
 AUDIT FUND
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

REVENUE:	Tentative Budget	Year to-Date	Percent

Local Taxes	\$71,000	\$34,005	47.9%
Total Revenue	\$71,000	\$34,005	47.9%
EXPENDITURES:			

Contractual Services	\$70,375	\$74,775	106.3%
Total Expenditures	\$70,375	\$74,775	106.3%
Excess of Revenues Over Expenditures	\$625	(\$40,770)	
Fund Balance 7/1/23	\$2,166	\$2,166	
Fund Balance 5/31/24	\$2,791	(\$38,604)	

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE BOARD
 FY24

BOND AND INTEREST FUND
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$1,419,750	918,429	64.7%
	-----	-----	-----
Total Revenue	\$1,419,750	918,429	64.7%
EXPENDITURES:			

Fixed Charges	\$1,982,050	2,291,282	115.6%
	-----	-----	-----
Total Expenditures	\$1,982,050	\$2,291,282	115.6%
Excess of Revenues Over Expenditures	(\$562,300)	(\$1,372,853)	
Fund Balance 7/1/23	\$949,496	\$949,496	
	-----	-----	
Fund Balance 5/31/24	\$387,196	(\$423,357)	

AGENDA ITEM #XI-A-1
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE BOARD
 FY24

LIABILITY, PROTECTION, AND SETTLEMENT FUND
 Statement of Revenue, Expenditures, & Changes in Fund Balance
 For the Period Ended May 31, 2024

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$1,395,000	\$695,816	49.9%
-----	-----	-----	-----
Total Revenue	\$1,395,000	\$695,816	49.9%
EXPENDITURES:			

Salaries	\$348,778	\$327,408	93.9%
Employee Benefits	313,459	289,624	92.4%
Contractual Services	392,925	412,715	105.0%
Materials & Supplies	16,300	12,054	74.0%
Conference & Meetings	31,825	14,886	46.8%
Fixed Charges	278,952	284,921	102.1%
Utilities	25,000	25,199	100.8%
-----	-----	-----	-----
Total Expenditures	\$1,407,239	\$1,366,807	97.1%
Excess of Revenues Over Expenditures	(\$12,239)	(\$670,991)	
Fund Balance 7/1/23	\$489,153	\$489,153	
-----	-----	-----	
Fund Balance 5/31/24	\$476,914	(\$181,838)	

AGENDA ITEM #XI-A-2
JULY 16, 2024
HIGHLAND COMMUNITY COLLEGE BOARD
FY24

TREASURER'S REPORT
COMPARISON OF BUDGET WITH END-OF-YEAR PROJECTIONS

- The Comparison of Budget with End-of-Year Projections is an estimate of the FY24 results in the Operating Funds.
- Corporate Personal Property Replacement Tax (CPPRT) is estimated to be about \$825,000, which is about \$140,000 lower than the amount budgeted and originally estimated by the Illinois Department of Revenue. CPPRT includes replacement tax imposed on the net Illinois income of C-Corporations, Partnerships, Trusts, and S-Corporations, invested capital tax, electricity distribution tax, and telecommunications infrastructure maintenance fees. The tax is collected at the state level and distributed to taxing bodies. The revenue for FY22 and FY23 was higher than the norm.
- Actual Tuition & Fees revenue is estimated to be in line with the amount budgeted. Unrestricted certified credit hours are estimated to have increased by 7.5% from FY23. The budget included an 8% increase.
- Interest on Investments is greater than budgeted due to the ongoing level of favorable interest rates.
- Non-governmental Gifts and Grants include the Foundation's programmatic gifts and the drawdown of \$370,000 from the Matching Grant. Additional restricted gifts were received from the Foundation and are accounted for in the College's Restricted Purposes Funds.
- It is projected that actual total revenue will be about 2.5% or \$405,000 more than the amount budgeted.
- The Salaries and Benefits expenditure line items are expected to be under budget due to employee turnover and vacancies.
- Materials & Supplies and Conference & Meeting were below budget, in part, due to grants that could fund these types of costs.
- The Transfers In/Out line item includes the transfer of net investment income from the Working Cash fund and transfers to support the Restricted, Auxiliary, and Operations and Maintenance, Restricted Funds. Additional transfers may be made as a part of the year-end close out.

- It is projected that total expenditures will be about \$49,000 more than budgeted. The net result for the fiscal year is expected to be an operating surplus of about \$356,000. This amount will likely change as year-end adjustments are made and as the financial results are audited.

AGENDA ITEM #XI-A-2
 JULY 16, 2024
 HIGHLAND COMMUNITY COLLEGE
 FY24

OPERATING FUNDS (EDUCATIONAL AND OPER. & MAINT. FUNDS COMBINED)

Comparison of Budget with End-of-Year Projections

July 1, 2023 - June 30, 2024

<u>REVENUE:</u>	FY24 Adopted Budget	FY24 End-of-Year Projection	Difference	Percent
Local Taxes	\$7,829,778	\$8,085,310	\$255,532	103.3%
Credit Hour Grants	1,441,684	1,441,684	-	100.0%
Equalization	50,000	50,000	-	100.0%
ICCB Career/Tech Education	136,719	136,719	-	100.0%
ICCB Performance	30,000	30,000	-	100.0%
CPP Replacement Tax	965,000	825,000	(140,000)	85.5%
Federal Sources	123,000	123,000	-	100.0%
Tuition & Fees	5,000,000	5,000,000	-	100.0%
Sales & Services	29,950	33,000	3,050	110.2%
Facilities Revenue	111,850	85,000	(26,850)	76.0%
Interest on Investments	235,000	530,000	295,000	225.5%
Non-Govt. Gifts, Grants	361,983	370,000	8,017	102.2%
Miscellaneous	39,226	50,000	10,774	127.5%
Total Revenue	\$16,354,190	\$16,759,713	\$405,523	102.5%
<u>EXPENDITURES:</u>				
Salaries	\$10,339,130	\$10,277,000	(\$62,130)	99.4%
Employee Benefits	2,408,870	2,247,400	(161,470)	93.3%
Contractual Services	1,578,893	1,518,440	(60,453)	96.2%
Materials & Supplies	1,033,210	917,230	(115,980)	88.8%
Conference & Meeting	290,000	225,495	(64,505)	77.8%
Fixed Charges	78,030	68,030	(10,000)	87.2%
Utilities	764,991	764,991	-	100.0%
Capital Outlay	48,038	41,350	(6,688)	86.1%
Other Expenditures	270,028	303,480	33,452	112.4%
Transfers (In) Out	(457,000)	40,000	497,000	-8.8%
Total Expenditures	\$16,354,190	\$16,403,416	\$49,226	100.3%
Excess of Revenues Over Expenditures	\$0	\$356,297	\$356,297	
Beginning Fund Balance	7,232,750	7,232,750		
Ending Fund Balance	\$7,232,750	\$7,589,047		