

MINUTES

BOARD OF TRUSTEES: TUITION GUARANTY TRUST FUND

January 26, 2015

1:00 P.M.

Nonpublic Postsecondary Education Commission

Pursuant to notice, the Quarterly meeting of the Board of Trustees of the Tuition Guaranty Trust Fund was held at 2082 East Exchange Place, Azalea Room, Tucker, Georgia 30084.

MEMBERS PRESENT:

Deb Wade	4 th Congressional District
Shelley Nickel	6 th Congressional District
Toby Hinton	7 th Congressional District
Martha Nesbitt	9 th Congressional District

MEMBERS ABSENT:

STAFF PRESENT:

Corinna M. Robinson	Executive Director
Shirlene Mitchell	Office Manager
Dr. Carl G. Camann	Deputy Director
Phil Embry	NPEC External Auditor

VISITORS:

Janel Davis	Atlanta Journal Constitution Reporter
William Willoughby	Office of Planning & Budget

1. APPROVAL OF MINUTES

Toby Hinton made a motion to adopt the Minutes from the October 6, 2014, Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund. The motion was seconded by Deb Wade.

Upon unanimous vote it was **RESOLVED**, that the Minutes from the October 6, 2014 Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

2. QUARTERLY REPORT (Unaudited): TUITION GUARANTY TRUST FUND

Corinna M. Robinson, Executive Director, reported the following:

- Second Quarter report ending December 31, 2014
- Tuition Guaranty Trust Fund First Quarter Yearly Comparison Report

Corinna Robinson informed the board members that Phil Embry, NPEC's Financial Advisor and Dr. Carl G. Camann, Deputy Director were present to answer any additional questions related to the TGTF Quarterly Report. The following questions were asked by the board:

- a. How does this report compare to last year report?
Members were instructed to flip to the next page to review the comparison reports for Second Quarter FY 2014 and Second Quarter FY 2015
- b. What were the payouts last year that are related to school closings?
Most of the payout expense was Sonotech Institute closing which included Teach-outs and refunds. One more student pending before refunds are finalized. Administrative cost is a small percentage of payouts as well, which includes record storage, postage, etc.
- c. The Chair asked if NPEC was paying out for Anthem College closing as of yet?
There has been one small payout thus far for Anthem College. Anthem College costs are still accruing at this time and are not reflected in this TGTF report. The cost will not reflect in the TGTF report until payout is complete.
- d. The administrative expense last year was considerable more than this year. How is the administrative expense determined? Last year it was approximately \$45,000 and this year it is approximately \$1,500.
This was primarily a \$44,000 debit in the trust fund to cover operating cost of budget amendment. The \$44,000 of \$45,000 was to cover office expense. The Executive Director explained that NPEC is able to use up to 2 ½ percent of the trust fund for operating purposes.

Toby Hinton made a motion to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for the six-month period ending December 31, 2014. The motion was seconded by Deb Wade.

Upon unanimous vote it was **RESOLVED**, that the Quarterly Report of the Tuition Guaranty Trust Fund for the six-month period ending December 31, 2014 be adopted.

No further discussion.

Chair, Shelley Nickel made a motion to adjourn the meeting. The motion was seconded by Vice Chair, Martha Nesbitt.

There being no further business, the meeting adjourned at 1:08 p.m.

Shelley Nickel, Chair