



MEMORANDUM

TO: Members of the LFCC Financial Impact Working Group

FROM: Craig Short, Vice President Financial and Administrative Services
Lord Fairfax Community College

SUBJECT: Financial Working Group: Meeting 5 Notes

DATE: 9/29/2020

1. There was no meeting held on 9/22/2020.
2. Status Update on items from last meeting:
 - The draft report was discussed; Craig Short to collect information and summarize in draft form for review at the next meeting.
3. Attendees; Ed Daley, Mike Wenger, Christine Myrtle, Whitney Miller, Jeanian Clark, Rachel Dodson, Barry Orndorff, Ben Freakley, and Aaron Riddle reviewed the draft report and associated spreadsheet and provided additional feedback and input.
4. Timeline of the working group referenced and will carry in meeting notes for all meetings:
 - August 1 – 7, 2020 – workgroup kickoff meeting to get to know each other and discuss how workgroup will proceed.
 - August 8 – October 15, 2020 – workgroup meetings held approximately once per week, for approximately one hour.
 - August 21 – interim status report will be sent to the College Board for their September 3rd board meeting.
 - October 23 – analysis of workgroup’s findings and any recommendations will be drafted.

Middletown Campus
173 Skirmisher Lane
Middletown, VA 22645-1745
540-868-7000
lfcc.edu/middletown

Fauquier Campus
6480 College Street
Warrenton, VA 20187-8820
540-351-1505
lfcc.edu/fauquier



Luray-Page County Center
334 North Hawksbill Street
Luray, VA 22835-1130
540-843-0722
lfcc.edu/luray

Vint Hill
4151 Weeks Drive
Warrenton, VA 20187-3945
540-351-1531
lfcc.edu/vinthill



- November 4 – all working groups reports will be incorporated into a larger report to be submitted to the College Board for their November 12th meeting.

5. Establish future proposed meeting dates: Next meeting date 10/6/2020 at 1:30 pm.

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