

**BROOME COMMUNITY COLLEGE
FINANCE & FACILITIES COMMITTEE
December 1, 2009**

MINUTES

TRUSTEES PRESENT: Chairperson Tim Grippen, George Akel, Joyce Majewski, Angelo Mastrangelo, Marc Newman, Margaret Coffey

ALSO PRESENT: Dr. John Deans, Martin Guzzi, Julia Peacock, Richard Armstrong, Regina Losinger, Jeanette Tillotson, Elizabeth Wood, R. Behnke

Chair Grippen called the meeting to order at 7:45 a.m.

1. ACTION ITEMS

1.1 RECOMMEND APPROVAL OF PAYROLL CERTIFICATION

G. Akel moved that the Finance and Facilities Committee approves the filing of the College payroll for the months of October and November 2009. J. Majewski seconded the motion, and it was unanimously approved.

1.2 RECOMMEND APPROVAL OF PETTY CASH EXPENDITURES

J. Majewski moved that the Finance and Facilities Committee approves expenditures from petty cash accounts for the months of October and November 2009 and reimburse the funds in the amounts designated. G. Akel seconded the motion, and it was unanimously approved.

1.3 RECOMMEND APPROVAL OF BROOME COUNTY DSS TRAINING PROGRAM GRANT

J. Majewski moved that the Finance and Facilities Committee approves acceptance of this grant on behalf of the Board of Trustees for the period of 8/1/09 to 7/31/10 in the amount of \$79,346. G. Akel seconded the motion, and it was unanimously approved.

1.4 RECOMMEND APPROVAL OF WORKFORCE DEVELOPMENT TRAINING GRANT: MANUFACTURING CONSORTIUM

J. Majewski moved that the Finance and Facilities Committee approves acceptance of this grant on behalf of the Board of Trustees for the period of 8/1/09 to 7/31/10 in the amount of \$58,734. G. Akel seconded the motion, and it was unanimously approved.

1.5 RECOMMEND APPROVAL OF WORKFORCE DEVELOPMENT TRAINING GRANT: MANAGEMENT & COMPUTER CONSORTIUM

J. Majewski moved that the Finance and Facilities Committee approves acceptance of this grant on behalf of the Board of Trustees for the period of 8/1/09 through 7/31/10 in the amount of \$58,968. G. Akel seconded the motion, and it was unanimously approved.

1.6 RECOMMEND APPROVAL OF RESOLUTION FOR AN UNPAID LEAVE OF ABSENCE FOR MARTIN J. GUZZI

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution granting an unpaid leave of absence to Martin J. Guzzi, Registrar from 1/2/10 to 7/31/10 to serve in a promotional capacity as the Acting Vice President of Student Affairs. G. Akel seconded the motion, and it was unanimously approved.

1.7 RECOMMEND APPROVAL OF RESOLUTION FOR AN UNPAID LEAVE OF ABSENCE FOR CYNTHIA MOWRY

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for an unpaid leave of absence from 1/2/10 to 7/31/10 to Cynthia Mowry, Assistant Registrar to serve in a promotional capacity as the Registrar. G. Akel seconded the motion, and it was unanimously approved.

1.8 RECOMMEND APPROVAL OF RESOLUTION FOR AN EXTENSION OF INTERIM PRESIDENT APPOINTMENT

G. Akel moved that the Finance and Facilities Committee accepts and recommends to the Board of Trustees for approval the resolution for the extension of Dr. Deans employment as Interim President through January 31, 2010 as specified. M. Newman seconded the motion, and it was unanimously approved.

2. INFORMATION ITEMS

2.1 President's Report

Dr. Deans will give his president's report at Thursday's Board meeting

2.2 BCC Budget Update

Regina Losinger updated the committee on the budget. This report was submitted to the committee for information.

Chairperson Grippen requested Regina conduct a budget briefing for the new president.

2.3 Reports for Board Information

**2.3.1 Update on BCC Campus Operations Activity/
Capital Project Change Orders**

2.3.2 Personnel Report

2.3.3 Budget Transfers

2.3.4 Grant Approvals

2.3.5 Investment Report

These reports were submitted to the committee for information.

2.4 Annual Report for Fiscal Year Ending 2008-2009

This report was submitted to the committee for information.

Chairperson Grippen wanted to thank the Presidential Search committee for the great job that was done. The committee also wanted to recognize Patricia O'Day for all her efforts and wonderful job she did during the search process. They would like to send letters of thanks to the search committee and Patricia for all their efforts on the outstanding candidate that was chosen for president.

J. Majewski made a motion to adjourn the meeting. M. Newman seconded the motion, and it was unanimously approved. The meeting was adjourned at 8:08 a.m.

**The next Finance and Facilities Committee Meeting is scheduled for
January 19, 2010 at 7:30 a.m. in W107 Conference Room**