

SUNY BROOME COMMUNITY COLLEGE
Board of Trustees
Finance and Facilities Committee Official Minutes
February 21, 2017 ~ W107 Conference Room

COMMITTEE MEMBERS PRESENT:

Chairperson Newman, Anthony Paniccia, Nicholas Serafini

TRUSTEES PRESENT:

Orion Barber (Served on the committee as a voting member)

SUNY BROOME ADMINISTRATION PRESENT:

Dr. Battisti, Debra Morello, Michael J. Sullivan, Lynn Fedorchak, Jeanette Tillotson, Phil Testa, Jesse Wells

Chairperson Newman called the meeting to order at 7:57 a.m.

1. ACTION ITEMS

1.1 RECOMMEND APPROVAL OF PAYROLL CERTIFICATION

Trustee Paniccia moved that the Finance and Facilities Committee approves the filing of the College payroll for January 2017. Trustee Serafini seconded the motion, and it was unanimously approved.

1.2 RECOMMEND APPROVAL OF PETTY CASH

Trustee Serafini moved that the Finance and Facilities Committee approves expenditures from petty cash accounts for January 2017 and reimburse the funds in the amounts designated. Trustee Paniccia seconded the motion, and it was unanimously approved.

1.3 RECOMMEND APPROVAL OF MUSIC PROGRAM FACILITIES RENOVATIONS GRANT

Trustee Barber moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves the Music Program Facilities Renovations Grant for the period of February 9, 2017 to February 8, 2018 in the amount of \$175,000. Trustee Paniccia seconded the motion, and it was unanimously approved.

1.4 RECOMMEND APPROVAL OF RESOLUTION RECOMMENDING CANDIDATES FOR TERM APPOINTMENT

Trustee Serafini moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for term appointment candidates effective September 1, 2017. Trustee Barber seconded the motion, and it was unanimously approved.

1.5 RECOMMEND APPROVAL OF RESOLUTION RECOMMENDING CANDIDATES FOR CONTINUING APPOINTMENT

Trustee Barber moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for continuing appointment candidates effective September 1, 2017. Trustee Paniccia seconded the motion, and it was unanimously approved.

1.6 RECOMMEND APPROVAL OF BID#17-4 FOR THE CARNEGIE LIBRARY ENVIRONMENTAL REMEDIATION & INCIDENTAL DEMO FOR THE DOWNTOWN CAMPUS PHASE I PROJECT

Trustee Paniccia moved that the Finance and Facilities Committee recommends that the Board of Trustees approves contracting with Jupiter Environmental for the Carnegie Library Environmental Remediation & Incidental Demo for the Downtown Campus Phase I Project in the amount of \$333,000. Trustee Barber seconded the motion, and it was unanimously approved.

1.7 RECOMMEND APPROVAL OF A RESOLUTION GRANTING SOUTHERN TIER NETWORK, INC. A GENERAL UTILITY EASEMENT TO THE BROOME COUNTY PUBLIC SAFETY FACILITY

Trustee Serafini moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution granting Southern Tier Network, Inc. a General Utility Easement for the purpose of placing fiber optic cable lines to the Broome County Public Safety Facility. Southern Tier Network, Inc. will also guarantee perpetual care and maintenance for this easement contingent upon Southern Tier Network, Inc. meeting County, College, and any regulatory agency and required State University of New York approval. Trustee Barber seconded the motion, and it was unanimously approved.

2. INFORMATION ITEMS

2.1 President's Report

Dr. Drumm was unable to attend the meeting and will give his report at Thursday's Board meeting.

2.2 SUNY Broome Budget and Financial Developments

Michael informed the committee the external auditors will review the College's 2015-16 audited financial statements at the Board meeting on Thursday. He reviewed the 2016-17 SUNY Broome budget forecast as of 1/31/17 with the committee.

This report was submitted to the committee for information.

2.3 Reports for Board Information

2.3.1 SUNY Broome Facilities Update

Phil Testa said that it has been two weeks since we submitted our redesign to the National Parks Service and they have not asked the college for any further information. The Mechanic Building design is on schedule.

2.3.2 Personnel Report

Lynn informed the committee that we have hired a Chair of the Nursing Program.

2.3.3 Budget Transfers

2.3.4 Grant Approvals

2.3.5 Investment Report

These reports were submitted to the committee for information.

Trustee Paniccia made a motion to adjourn the meeting, and Trustee Barber seconded the motion which was unanimously approved. The meeting adjourned at 8:05 a.m.

The next Finance and Facilities Committee Meeting is scheduled for Tuesday, March 28, 2017 in the Wales 107 Conference Room