

**BROOME COMMUNITY COLLEGE
FINANCE & FACILITIES COMMITTEE
February 16, 2010**

MINUTES

TRUSTEES PRESENT: George Akel (Acting Chairperson), Joyce Majewski,
Angelo Mastrangelo, M. Newman, Zachariah Riley

ALSO PRESENT: Martin Guzzi, Grant F. Newton, Julie Peacock,
Richard Armstrong, Regina Losinger, Jeanette Tillotson,
Elizabeth A. Wood, Robert Behnke

Acting Chairperson Akel called the meeting to order at 7:35 a.m.

1. ACTION ITEMS

1.1 RECOMMEND APPROVAL OF PAYROLL CERTIFICATION

Z. Riley moved that the Finance and Facilities Committee approves the filing of the College payroll for the month of January 2010. J. Majewski seconded the motion, and it was unanimously approved.

1.2 RECOMMEND APPROVAL OF PETTY CASH EXPENDITURES

M. Newman moved that the Finance and Facilities Committee approves expenditures from petty cash accounts for the month of January 2010 and reimburse the funds in the amounts designated. Z. Riley seconded the motion, and it was unanimously approved.

**1.3 RECOMMEND APPROVAL OF VERIZON NEXT STEP PROGRAM
GRANT FOR SPRING 2010**

J. Majewski moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves acceptance of this grant for the period of January 1, 2010 to June 30, 2010 in the amount of \$106,522. M. Newman seconded the motion, and it was unanimously approved.

1.4 RECOMMEND APPROVAL OF VERIZON NEXT STEP PROGRAM GRANT FOR FALL 2010

J. Majewski moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves acceptance of this grant for the period of July 1, 2010 to December 31, 2010 in the amount of \$115,514.

M. Newman seconded the motion, and it was unanimously approved.

1.5 RECOMMEND APPROVAL OF RESOLUTION FOR REVISED POSITION DESCRIPTION – NETWORK/TELECOMMUNICATIONS SPECIALIST

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the revised position description of Network/Telecommunications Specialist. Z. Riley seconded the motion, and it was unanimously approved.

1.6 RECOMMEND APPROVAL OF RESOLUTION FOR CANDIDATES FOR TERM APPOINTMENT

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the candidates for term appointment effective September 1, 2010. M. Newman seconded the motion, and it was unanimously approved.

1.7 RECOMMEND APPROVAL OF RESOLUTION FOR CANDIDATES FOR CONTINUING APPOINTMENT

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the candidates for continuing appointment effective September 1, 2010. Z. Riley seconded the motion, and it was unanimously approved.

2. INFORMATION ITEMS

2.1 President's Report

The President's report will be given at the Board of Trustee's meeting on Thursday, February 18th.

2.2 BCC Budget Update

Regina Losinger discussed the budget update which was submitted to the committee for information.

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.

Z. Riley motioned to go into Executive Session to discuss personnel matters. M. Newman seconded the motion, and it was unanimously approved. At 7:50 a.m. the Committee went into Executive Session.

J. Majewski motioned to come out of Executive Session. A. Mastrangelo seconded the motion, and it was unanimously approved. At 8:48 a.m. the Committee came out of Executive Session.

Z. Riley made a motion to adjourn the meeting. M. Newman seconded the motion, and it was unanimously approved. The meeting was adjourned at 8:50 a.m.

***The next Finance and Facilities Committee Meeting is scheduled for
March 23, 2010 at 7:30 a.m. in W107 Conference Room***