

**BROOME COMMUNITY COLLEGE**  
**Board of Trustees**  
**Finance and Facilities Committee**  
**March 19, 2013**  
**OFFICIAL MINUTES**

**TRUSTEES PRESENT:** Chairperson James Orband, George Akel, Marc Newman,  
Anthony Paniccia

**ALSO PRESENT:** Dr. Drumm, Francis Battisti, Regina Losinger, Debra Morello,  
Elizabeth A. Wood, Phil Testa

**Chairperson Orband called the meeting to order at 7:30 a.m.**

**1. ACTION ITEMS**

**1.1 RECOMMEND APPROVAL OF PAYROLL CERTIFICATION**

M. Newman moved that the Finance and Facilities Committee approves the filing of the College payroll for February 2013. G. Akel seconded the motion, and it was unanimously approved.

**1.2 RECOMMEND APPROVAL OF PETTY CASH**

G. Akel moved that the Finance and Facilities Committee approves expenditures from petty cash accounts for February 2013 and reimburse the funds in the amounts designated. M. Newman seconded the motion, and it was unanimously approved.

**1.3 RECOMMEND APPROVAL OF ENVIRONMENTAL SCIENCES PROGRAM GRANT**

M. Newman moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves the Environmental Sciences Program Grant in the amount of \$280,000 for the period of September 12, 2012 to August 31, 2022. A. Paniccia seconded the motion, and it was unanimously approved.

**1.4 RECOMMEND APPROVAL OF THE KLEE FOUNDATION GRANT FOR THE NATURAL SCIENCES BUILDING**

G. Akel moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves the Klee Foundation Grant for the Natural Sciences Building in the amount of \$171,347 for the period of March 30, 2012 to December 31, 2013. A. Paniccia seconded the motion, and it was unanimously approved.

**1.5 RECOMMEND APPROVAL OF MEE FOUNDATION GRANT FOR NATURAL SCIENCES BUILDING CONSTRUCTION**

M. Newman moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves the Mee Foundation Grant for the Natural Sciences Building Construction in the amount of \$300,000, which a match contingent on appropriate naming opportunity, for the period of June 7, 2011 to March 31, 2014. A multi-year payout will be made in the amount of \$100,000 each year 2012 to 2014. G. Akel seconded the motion, and it was unanimously approved.

**1.6 RECOMMEND APPROVAL OF RESOLUTION REVISING THE ADOPTED CAPITAL IMPROVEMENT PROGRAM (CIP) AND ESTABLISHING A NEW CAPITAL PROJECT**

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution revising the adopted Capital Improvements Programs (CIP) for Year 2009, 2011, 2012 and establishing a capital project for 2013. M. Newman seconded the motion, and it was unanimously approved.

**1.7 RECOMMEND APPROVAL OF RESOLUTION FOR THE SIX-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) REQUEST FOR YEARS 2014-2019**

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the Six-Year Capital Improvement Program (CIP) for Years 2014-2019. G. Akel seconded the motion, and it was unanimously approved.

**1.8 RECOMMEND APPROVAL OF RESOLUTION FOR UNPAID LEAVE OF ABSENCE FOR DOMINIC DEPERSIS**

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for an unpaid (FMLA eligible) leave of absence to Dominic DePersis, Professor, Business Programs, from April 8, 2013 to May 24, 2013. M. Newman seconded the motion, and it was unanimously approved.

**1.9 RECOMMEND APPROVAL OF FINAL PAYMENT TO INCLUDE RELEASE-OF-RETAINAGE TO SOUTHERN TIER CUSTOM FABRICATORS INC. FOR THEIR CONTRACT WORK ON THE AT ROOF IV PROJECT**

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the final payment of \$3,345.00 to include Release-of-Retainage to Southern Tier Custom Fabricators, Inc. for their work on the AT Roof IV Project. G. Akel seconded the motion, and it passed unanimously.

**1.10 RECOMMEND APPROVAL OF FINAL PAYMENT TO INCLUDE RELEASE-OF-RETAINAGE TO WEATHERMASTER ROOFING, INC. FOR THEIR CONTRACT WORK ON THE AT ROOF IV PROJECT**

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the final payment of \$23,127.27 to include Release-of-Retainage to Weathermaster Roofing, Inc. for their work on the AT Roof IV Project. M. Newman seconded the motion and it passed with 3 trustees voting yes and a trustee abstaining.

**1.11 RECOMMEND APPROVAL OF FINAL PAYMENT TO INCLUDE RELEASE-OF-RETAINAGE TO BEARSCH COMPEAU KNUDSON FOR THEIR CONTRACT WORK ON THE AT ROOF IV PROJECT**

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the final payment of \$1,591.61 to include Release-of-Retainage to Bearsch Compeau Knudson for their work on the AT Roof IV Project. G. Akel seconded the motion and it passed with 3 trustees voting yes and a trustee abstaining.

## **2. INFORMATION ITEMS**

### **2.1 President's Report**

Dr. Drumm informed the committee that everything is falling into place for the student housing. He will give his full report at Thursday's Board of Trustee meeting.

### **2.2 BCC Budget and Financial Developments**

Regina will discuss next year's budget at Thursday's Board of Trustee meeting. She followed up with the committee regarding the college's broadband contact, and we have been able to double our broadband with no increase in cost. This report was submitted to the committee for information.

Trustee Newman asked if the current broadband on campus will support the student housing. Regina responded that they will have their own separate connection for broadband. Trustee Newman would like to have a discussion before we contract for the housing bandwidth.

### **2.3 Reports for Board Information**

- 2.3.1** BCC Facilities Update
- 2.3.2** Personnel Report
- 2.3.3** Budget Transfers
- 2.3.4** Grant Approvals
- 2.3.5** Investment Report
- 2.3.6** 2013 Candidates for Professional Development Recognition Increment

These reports were submitted to the committee for information.

**J. Orband made a motion to adjourn the meeting, and M. Newman seconded the motion which was unanimously approved. The meeting was adjourned at 7:44 a.m.**

***The next Finance and Facilities Committee Meeting is scheduled for  
April 23, 2013 at 7:30 a.m. in W107 Conference Room***

*3/21/13 Approved by the Board of Trustees*