

**BROOME COMMUNITY COLLEGE  
FINANCE & FACILITIES COMMITTEE  
March 23, 2010**

**MINUTES**

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

**ALSO PRESENT:** Dr. Drumm, Martin Guzzi, Grant F. Newton, Rich David,  
Richard Armstrong, Regina Losinger, Jeanette Tillotson,  
Elizabeth A. Wood

Acting Chairperson Mastrangelo 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 the month of February 2010. G. Akel seconded the motion, and it was unanimously approved.

**1.2 RECOMMEND APPROVAL OF PETTY CASH EXPENDITURES**

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

**1.3 RECOMMEND APPROVAL OF BUDGET TRANSFERS SHIFTING FUNDS FOR FACULTY SALARY AND FRINGE BENEFITS INCREASES**

J. Majewski moved that the Finance and Facilities Committee approves budget transfers, up to the amount budgeted for this purpose, from pooled and other accounts to department and academic initiatives cost centers where the faculty salary and fringe benefit increase will be charged. M. Newman seconded the motion, and it was unanimously approved.

**1.4 RECOMMEND APPROVAL TO ESTABLISH A CONTRACT WITH A CONSULTANT FOR PHASE II AND PHASE III BUILDING ROOF REPLACEMENT PROJECTS**

M. Newman moved that the Finance and Facilities Committee approves the establishment of a contract with Bearsch Compeau Knudson for design and support of Phases II and III Building Roof Replacement Projects in an amount not to exceed \$81,830. J. Majewski seconded the motion, and it was unanimously approved.

**1.5 RECOMMEND APPROVAL OF RESOLUTION FOR SIX-YEAR CAPITAL IMPROVEMENT PROGRAM REQUEST FOR YEARS 2011-2016**

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the Six-Year Capital Improvement Program for years 2011-2016. G. Akel seconded the motion, and it was unanimously approved.

**2. INFORMATION ITEMS**

**2.1 President's Report**

Dr. Drumm informed the committee that we are currently involved in the Middle States visit. The president will give the rest of his report at Thursday's Board meeting.

**2.2 BCC Budget Update**

Regina Losinger discussed the budget update and two handouts—the 2010-11 Operating Budget Scenario and Operating Budget Rules of Thumb with the committee.

**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**

**2.3.6 2010 Candidate for Professional Recognition Increment**

These reports were submitted to the committee for information.

**M. Newman motioned to go into Executive Session to discuss personnel matters. G. Akel seconded the motion, and it was unanimously approved. At 8:00 a.m. the Committee went into Executive Session.**

**G. Akel motioned to come out of Executive Session. Z. Riley seconded the motion, and it was unanimously approved. At 8:38 a.m. the Committee came out of Executive Session.**

**G. Akel made a motion to adjourn the meeting. J. Majewski seconded the motion, and it was unanimously approved. The meeting was adjourned at 8:39 a.m.**

***The next Finance and Facilities Committee Meeting is scheduled for  
April 20, 2010 at 7:30 a.m. in W107 Conference Room***