

# **BROOME COMMUNITY COLLEGE**

## **Board of Trustees Finance and Facilities Committee**

**May 24, 2011**

### **MINUTES**

**TRUSTEES PRESENT:** Chairperson Angelo Mastrangelo, George Akel, Joyce Majewski, Marc Newman, Nicholas Serafini

**ALSO PRESENT:** Dr. Drumm, Regina Losinger, Debra Morello, Julia E. Peacock, Richard Armstrong, Elizabeth A. Wood

Chairperson Mastrangelo called the meeting to order at 7:30 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 month of April 2011. N. Serafini 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 April 2011 and reimburse the funds in the amounts designated. N. Serafini seconded the motion, and it was unanimously approved.

##### **1.3 RECOMMEND APPROVAL OF RESOLUTION TO GRANT NEW YORK STATE ELECTRIC AND GAS AN EASEMENT TO INSTALL NATURAL GAS SERVICE TO THE TOWN OF DICKINSON'S SEWAGE PUMP STATION**

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution granting an easement to New York State Electric and Gas allowing for the installation of a natural gas service to the Town of Dickinson's proposed generator at the sewage pump station, guarantee perpetual care and maintenance of the gas line, contingent upon NYSEG meeting County, College, and any regulatory agency and required State University of New York approval. N. Serafini seconded the motion, and it was unanimously approved.

**1.4 RECOMMENDED APPROVAL OF RESOLUTION MODIFYING UNPAID LEAVE OF ABSENCE FOR KATIE MCGOWAN BUCCI**

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees modify the unpaid leave of absence granted via Resolution No. 1148 to Katie McGowan Bucci, Staff Assistant, Fast Forward, from February 12, 2011 to December 1, 2011 to allow her to work on a limited, part-time basis from June 6 through June 29 and August 15 through August 31, 2011 according to the terms of the applicable collective bargaining agreement. M. Newman seconded the motion, and it was unanimously approved.

**1.5 RECOMMEND APPROVAL OF RESOLUTION FOR AN UNPAID LEAVE OF ABSENCE FOR KARI M. BEAMS**

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution granting an unpaid leave of absence to Kari M. Beams, Student Records Specialist, Financial Aid, from May 31, 2011 to May 30, 2012 to serve in a promotional capacity as a Staff Assistant in Financial Aid. G. Akel seconded the motion, and it was unanimously approved.

**1.6 RECOMMENDED APPROVAL OF RESOLUTION FOR AN UNPAID LEAVE OF ABSENCE FOR CHERYL HEATH**

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution granting a mandatory unpaid leave of absence under Civil Service rules to Cheryl L. Heath, Recorder, Office of the Registrar, from June 1, 2011 to November 30, 2011 to serve a 26-week provisional period in her promotional appointment as Senior Recorder, Office of the Registrar. M. Newman seconded the motion, and it was unanimously approved.

**1.7 RECOMMEND APPROVAL OF RESOLUTION FOR CANDIDATES FOR PROMOTION**

N. Serafini moved that the Finance and Facilities committee recommends that the Board of Trustees approves the resolution for candidates for promotion. G. Akel seconded the motion, and it was unanimously approved.

**2. INFORMATION ITEMS**

**2.1 President's Report**

Dr. Drumm discussed with the committee recent, very positive news regarding commencement and the Education Pipeline Summit that BCC hosted yesterday discussing Pre-K through career which had a great turnout. He commended Kelli Ligeikis and Theresa Afify for the success of the event.

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

Regina Losinger informed the committee that the budget was submitted to the county executive in April, and we were immediately invited to talk to the Finance Committee of the Broome County Legislature.

Trustee Akel let the committee know that he spoke with Legislator Wayne Howard who said the president did a great job and the presentation was excellent. Chairperson Mastrangelo said that the handout provided to the committee was fantastic and made the point of how important the school is especially with the financial contribution and impact of the area was phenomenal.

This report was submitted to the committee for information

## **2.3 Reports for Board Information**

### **2.3.1 BCC Facilities Update**

Regina Losinger discussed the report with the committee. There was discussion regarding the wind turbine that is being installed on campus for instructional use. There was also discussion regarding the cost estimates for the Science Building, and Chairperson Mastrangelo requested additional information be provided to the Board at their meeting on Thursday.

### **2.3.2 Personnel Report**

### **2.3.3 Budget Transfers**

### **2.3.4 Grant Approvals**

### **2.3.5 Investment Report**

### **2.3.6 Faculty Eligible for Initial II Appointments - Fall 2011**

These reports were submitted to the committee for information.

**N. Serafini motioned to go into Executive Session to discuss personnel matters and M. Newman seconded the motion which was unanimously approved. At 8:05 a.m. the Committee went into Executive Session.**

**N. Serafini motioned to come out of Executive Session and M. Newman seconded the motion, which was unanimously approved. At 8:15 a.m. the committee came out of Executive Session.**

**M. Newman made a motion to adjourn the meeting. G. Akel seconded the motion, which was unanimously approved. The meeting was adjourned at 8:16 a.m.**

***The next Finance and Facilities Committee Meeting is scheduled for  
June 14, 2011 at 7:30 a.m. in W107 Conference Room***