

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
Finance & Facilities Committee
December 13, 2022
9:00 a.m. Wales 107 Conference Room
College Vision: Learning today, transforming tomorrow.**

SUNY Broome Mission: **SUNY Broome Community College supports all members of the learning community by creating access to inclusive, diverse educational experiences. Success is achieved through the provision of innovative academics, transformative student support, and meaningful civic and community engagement.**

Institutional Values: **INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY**

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| Members Present: | Chair Barbara Fiala, Jim Testani, Elle Yatsuk, Tina Fernandez, Margaret Coffey |
| Other Members Present: | Board of Trustees Chair Kathy Connerton |
| SUNY Broome Administration Present: | Dr. Kevin Drumm, Dr. Carol Ross-Scott, Dr. Penny Kelly, Michael Sullivan, Jeanette Tillotson, Jesse Wells, Dave Ligeikis, Libin Babu, Dr. Kim McLain, Larry Allen, Conal Larkin |

Chair Fiala called the meeting to order at 9:00 a.m.

1. APPROVAL OF MINUTES

1.1. Approval of October 11, 2022 Finance & Facilities Committee Meeting Minutes

Trustee Testani moved to approve the minutes of the October 11, 2022 Finance and Facilities Committee meeting. Trustee Connerton second the motion and was unanimously approved.

2. ACTION ITEMS

2.1. Recommend Approval of Payroll Certification

Trustee Connerton moved to approve the payroll certification. Trustee Coffey second the motion and was unanimously approved.

2.2. Recommend Approval of Economic Development Large Business Customer COVID-19 Relief Program Grant Award

Trustee Testani moved to approve the Economic Development Large Business Customer COVID-10 Relief Program Grant Award. Trustee Coffey second the motion and was unanimously approved.

2.3. Recommend Acceptance of 2022-2023 SUNY Child Care Appropriation

Trustee Coffey moved to approve the 2022-2023 SUNY Child Care Appropriation. Trustee Connerton second the motion and was unanimously approved.

2.4. Recommend Approval of Resolution to Submit an Amendment to the Broome County 2022 Capital Improvement Program to Create a New Capital Project for SUNY Broome for the Boland Land Acquisition in an Amount Not-to-Exceed \$425,000.00

Trustee Connerton moved to approve the Resolution to Submit an Amendment to the Broome County 2022 Capital Improvement Program to Create a New Capital Project for SUNY Broome for the Boland Land Acquisition in an Amount Not-to-Exceed \$425,000.00. Trustee Testani second the motion and was unanimously approved.

2.5. Recommend Approval of Release-of-Retainage for Broome Bituminous Work on Campus-wide Side Walk and Paving Project, Alternate #2

Trustee Coffey moved to approve the Release-of-Retainage for Broome Bituminous Work on Campus-wide Side Walk and Paving Project, Alternate #2. Trustee Connerton second the motion and was unanimously approved.

- 2.6. **Recommend Approval of BID 2023-02 SUNY Broome Removal and Replacement of Cooling Tower and Chiller Plants at the Library and Business Buildings – Mechanical Construction**
Trustee Testani moved to approve Bid 2023-02 SUNY Broome Removal and Replacement of Cooling Tower and Chiller Plants at the Library and Business Buildings – Mechanical Construction. Trustee Connerton second the motion and was unanimously approved.
- 2.7. **Recommend Approval of BID 2023-02 SUNY Broome Removal and Replacement of Cooling Tower and Chiller Plants at the Library and Business Buildings – Electrical Construction**
Trustee Connerton moved to approve Bid 2023-02 SUNY Broome Removal and Replacement of Cooling Tower and Chiller Plants at the Library and Business Buildings – Electrical Construction. Trustee Testani second the motion and was unanimously approved.
- 2.8. **Recommend Approval of Exagrid System to Replace Existing Network Backup Solution**
Trustee Connerton moved to approve the Exagrid System to Replace Existing Network Backup Solutions. Trustee Coffey second the motion and was unanimously approved.
- 2.9. **Recommend Approval of PowerStore Network Area Storage (NAS)**
Trustee Connerton moved to approve PowerStore Network Area Storage (NAS). Trustee Testani second the motion and was unanimously approved.
- 2.10. **Recommend Approval of VxRail (Production Server) Replacement**
Trustee Coffey moved to approve VxRail (Production Server) Replacement. Trustee Connerton second the motion and was unanimously approved.
- 2.11. **Recommend Approval of Dell Computers under NYS Contract PM20820**
Trustee Coffey moved to approve Dell Computers under NYS Contract PM20820. Trustee Connerton second the motion and was unanimously approved.
- 2.12. **Recommend Approval of Vandis Wireless Upgrade under NYS Contract PM20850**
Trustee Coffey moved to approve Vandis Wireless Upgrade under NYS Contract PM20850. Trustee Testani second the motion and was unanimously approved.
- 2.13. **Recommend Approval of Network Switches**
Trustee Testani moved to approve Network Switches. Trustee Connerton second the motion and was unanimously approved.
- 2.14. **Recommend Approval of Resolution for Candidates for Promotion**
Trustee Coffey moved to approve the Resolution for Candidates for Promotion. Trustee Connerton second the motion and was unanimously approved.
- 2.15. **Recommend Approval of Resolution Increasing Hourly Rates for Tutors A, B, C, and Supplemental Instructors**
Trustee Coffey moved to approve the Resolution Increasing Hourly Rates for Tutors A,B,C, and Supplemental Instructors. Trustee Testani second the motion and was unanimously approved.
- 2.16. **Recommend Approval of the Resolution of the Tentative Educational Support Personnel Association (ESPA) Labor Agreement for the Period of September 1, 2021 through August 31, 2026**
Trustee Connerton moved to approve Resolution of the Tentative Educational Support Personnel Association (ESPA) Labor Agreement for the Period of September 1, 2021 through August 31, 2026. Trustee Coffey seconded the motion and was unanimously approved.
- 2.17. **Recommend Approval of Resolution for the Compensation and Benefits for Non-Represented Management Confidential Employees and for Non-Represented Administration Employees for the Period September 1, 2021 through August 31, 2026**
Trustee Coffey moved to approve the Resolution for the Compensation and Benefits for Non-Represented Management Confidential Employees and for Non-Represented Administration Employees for the Period September 1, 2021 through August 31, 2026. Trustee Testani second the motion and was unanimously approved.

3. INFORMATION ITEMS

3.1. President's Report

Dr. Drumm welcomed the trustees to the meeting. There is good news in the enrollment area where spring enrollment is up with 5 weeks before the start of the spring semester. He will have more information to share at Thursday's Board of Trustee's meeting.

3.2. Budget and Finance Update – Michael Sullivan

3.2.1 FY 2022-23 Budget Forecast

3.2.2 FY 2021-22 Annual Report to SUNY

3.2.3 Human Resources Update

3.2.4 Grant Approvals

3.2.5 Investment Report

3.2.6 Student Village Housing Report

Mr. Sullivan reported on the items under his update. The budget forecast for FY 2022-2023 is the same projection as has been submitted to the Board for the past two meetings. Finance should have some preliminary indications in January of the spring semester enrollment. The Audit for FY 2021-22 is being conducted by Bonadio CPAs. The FY 2021-22 SUNY Annual report is included in the packet and was submitted at the end of October. The Human Resources, Grant Approvals, Investment and Student Village Housing report are all standard activity. Reports were included in the packet.

3.3. Reports for Board Information

3.3.1. Facilities Update – Dave Ligeikis

Chair Fiala praised the CEC project and the end result of the CEC renovation. Several community members have commented on the extraordinary result of that project.

Mr. Ligeikis reported on the activities of the Facilities Department. The library roof project is nearing completion. Contracts for the Architect and Construction Manager for the Decker Nursing renovation project are at Broome County law department for review. Two of the three pavilions have been completed. There was a power outage Thanksgiving Day (Nov. 24) Power was restored on Friday, Nov. 25). Mr. Ligeikis praised the work of C. Novitsky and M. Kuruc for going above and beyond on the holiday to keep the campus up and running.

Trustee Testani motioned to adjourn the meeting. Trustee Fernandez seconded the motion and was unanimously approved.

Meeting adjourned at 9:21 a.m.

Approved: Approved January 26, 2023