

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
Finance & Facilities Committee
February 14, 2023
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**

COMMITTEE MEMBERS PRESENT: Barbara Fiala- Chair, Margaret Coffey, Elle Yatsuk
COMMITTEE MEMBERS VIA ZOOM: Jim Testani, Tina Fernandez

SUNY BROOME ADMINISTRATION PRESENT: Dr. Kevin Drumm, Dr. Carol Ross-Scott, Dr. Penny Kelly, Michael Sullivan, Laura Hodel, Jesse Wells, David Ligeikis, Libin Babu

Chair Fiala called the meeting to order at 9:02 a.m.

1. APPROVAL OF MINUTES

There was no meeting in January.

2. ACTION ITEMS

2.1. Recommend Approval of Payroll Certification

Trustee Coffey moved to approve the payroll certification. Trustee Testani seconded. The motion was unanimously approved.

2.2. Recommend Approval to Upgrade Internet Access and Renew Service Contract with FirstLight Fiber Inc.

Trustee Yatsuk moved to approve the Upgrade of Internet Access and Renewal of the Service Contract with FirstLight Fiber Inc. Trustee Coffey second. The motion was unanimously approved.

2.3. Recommend Approval of Bid 2023-03 for a Mobile Enrollment Vehicle to Technology International Inc.

Trustee Coffey moved to approve Bid 2023-03 for a Mobil Enrollment Vehicle to Technology International Inc. Trustee Yatsuk seconded. The motion was unanimously approved.

2.4. Recommend Approval of Resolution Recommending Candidates for Continuing Appointment

Trustee Testani moved to approve the Resolution recommending Candidates for Continuing Appointment. Trustee Coffey seconded. The motion was unanimously approved.

2.5. Recommend Approval of SUNY Broome's 6-year Proposed Capital Improvement Plan 2024-2029

Trustee Coffey moved to approve SUNY Broome's 6-year proposed Capital Improvement Plan 2024-2029. Trustee Yatsuk seconded. The motion was unanimously approved.

Mr. Sullivan asked that this item be an action item on the Thursday Board of Trustees meeting agenda as the Plan goes to the County for approval. He suggested that the whole board vote on this item. Chair Fiala agreed.

2.6. **Recommend Approval of a Professional Services Contract Renewal for STEM Division Interim Dean for the Period June 1, 2023 – May 31, 2024**

Trustee Coffey moved to approve the Professional Services contract renewal for STEM Division Interim Dean for the Period June 1, 2023-May 31, 2024. Trustee Testani seconded. The motion was unanimously approved.

3. INFORMATION ITEMS

3.1. **President's Report**

Enrollment is at a very slight decline but Fast Forward registrations are still coming in. Dr. Drumm attended the Town of Dickinson Board meeting last night regarding the proposed Boland Land purchase and neighborhood concerns of flooding and runoff. The current owners are logging the property.

3.2. **Budget and Finance Update – Michael Sullivan**

3.2.1 FY 2022-23 Budget Forecast

The monthly forecast is the same as the last several months. With spring enrollment data, the forecast expects to use \$3.8 million of stimulus funds. This will leave the college with \$2.9 million which is expected to have to be used for next year's budget.

3.2.2 NYS Governor's Executive Budget Summary

SUNY Finance Department provided a preliminary analysis of the Governor's 2023-24 state budget. Some highlights are a proposed 100% floor funding, a \$75 million Transformation Fund which can be used for collaboration between higher ed institutions, and ambiguous language pertaining to a 20% holdback of state funding. All proposals still need state legislative approval.

Mr. Sullivan expects a draft 2023-24 budget presented at the April Board meeting. Finance will also be updating the 5-year sustainability plan and presenting that at the March board meeting. The external audit with Bonadio should be finalized and is expected to be presented at the March board meeting.

3.2.3 Human Resources Update

This report reflects standard activity for January 2023. This report is for information purposes and was included in the packet.

3.2.4 Grant Approvals

This report reflects standard activity for January 2023. This report is for information purposes and was included in the packet.

3.2.5 Investment Report

This report reflects standard activity for January 2023. This report is for information purposes and was included in the packet.

3.2.6 Student Village Housing Report

This report reflects standard activity for January 2023. This report is for information purposes and was included in the packet.

3.3. **Reports for Board Information**

3.3.1. Facilities Update – Dave Ligeikis

A kickoff meeting with the Decker Construction Manager and architect is this week. There is a new baseball field scoreboard and the dedication is on April 29th. A pre-bid meeting/walkthrough for Old Science and Student Services building restrooms was on February 10 with bid openings scheduled for February 23rd. RFPs for architectural services are being developed to convert Old Science into a Student Union. The concrete pad for the fitness court should be completed by March 1st. Facilities are working with Marcom to upgrade signage across campus. NYSERDA's on-site energy manager Libin Babu will present the NYSERDA quarterly report to F&F or the full board in April or May.

Trustee Coffey made a motion to adjourn the meeting. Trustee Fernandez seconded the motion, and it was unanimously approved.

The meeting was adjourned at 9:30 a.m.

The next Finance and Facilities Committee Meeting is tentatively scheduled for Tuesday, March 14, 2023 at 9:00 a.m. Wales 107 Conference Room

Approved: March 16, 2023