

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
Finance & Facilities Committee
May 23 2023
Wales Conference Room 107, 9:00 a.m.**

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: Chair Barbara Fiala, Margaret Coffey, Alejandro Chavarria Gonzalez.

COMMITTEE MEMBERS VIA ZOOM: Jim Testani, Tina Fernandez

ADMINISTRATION PRESENT: Dr. Kevin Drumm, Dr. Carol Ross, Scott, Michael Sullivan, Laura Hodel, Jeanette Tillotson, Dave Ligeikis

ADMINISTRATION EXCUSED: Dr. Penny Kelly

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

1. APPROVAL OF MINUTES

- 1.1. **April 18, 2023, Finance and Facilities Committee minutes**
Trustee Coffey made a motion to approve the April 18, 2023, Finance and Facilities Committee meeting minutes. Trustee Testani seconded the motion. The motion was unanimously approved.

2. ACTION ITEMS

- 2.1. **Recommend Approval of Payroll Certification**
Trustee Gonzalez made a motion to approve the Payroll Certification. Trustee Coffey seconded the motion. The motion was unanimously approved.
- 2.2. **Recommend Acceptance of Federal Perkins V (CTEA) Funds for Academic Year 2023-2024**
Trustee Coffey made a motion to approve the acceptance of Federal Perkins V (CTEA) Funds for the Academic Year 2023-2024. Trustee Testani seconded the motion. The motion was unanimously approved.
- 2.3. **Recommend Approval of High Needs Localities Workforce Academic**

Programs in Food Science

Trustee Gonzalez made a motion to approve the High-Needs Localities Workforce Academic Programs in Food Science. Trustee Testani seconded the motion. The motion was unanimously approved.

2.4. **Recommend Approval of Resolution for Candidates for Promotion**

Trustee Coffey made a motion to approve the resolution for Candidates for Promotion. Trustee Fernandez seconded the motion. The motion was unanimously approved.

2.5. **Recommend Approval of Resolution for the Revised Position**

Description for Director of Financial Aid

Trustee Coffey made a motion to approve the revised position description for Director of Financial Aid. Trustee Fernandez seconded the motion. The motion was unanimously approved.

2.6. **Recommend Approval of Participating Institution Agreement (PIA) License for Slate**

Trustee Testani made a motion to approve the participating institution agreement (PIA) license for Slate. Trustee Gonzalez seconded the motion. The motion was unanimously approved.

2.7. **Recommend Approval of BID 2023-09 SUNY Broome Student Center HVAC Replacement – Electrical Construction**

Trustee Fernandez made a motion to approve BID 2023-09 SUNY Broome Student Center HVAC Replacement – Electrical Construction. Trustee Testani seconded the motion. The motion was unanimously approved.

2.8. **Recommend Approval of BID 2023-09 SUNY Broome Student Center HVAC Replacement –HVAC Construction**

Trustee Fernandez made a motion to approve BID 2023-09 SUNY Broome Student Center HVAC Replacement –HVAC Construction. Trustee Coffey seconded the motion. The motion was unanimously approved.

2.9. **Recommend Renewal Nuventive Essential Cloud Services Subscription Renewal**

Trustee Coffey made a motion to approve the renewal of the Nuventive Essential Cloud Services Subscription renewal. Trustee Testani seconded the motion. The motion was unanimously approved.

2.10. **Recommend Approval of Campus-Wide Security Cameras**

Trustee Gonzalez made a motion to approve Campus-wide Security Cameras. Trustee Fernandez seconded the motion. The cameras will be at every building entrance and parking lots. The motion was unanimously approved.

3. INFORMATION ITEMS

3.1. President's Report

Dr. Drumm thanked the trustees for attending Graduation. The Foundation Scholarship event was well attended. He thanked the Foundation for its support. Dr. Drumm opened the LaunchPad event this morning on campus. This is a chamber-sponsored event that will bring around 150 high school students to campus for a start-up challenge and many local businesspeople as judges. Tonight is the Frank G. Paul Medal ceremony that honors the top high school STEM students in the area. The top student attending Broome will receive a scholarship.

3.2. Budget and Finance Update – Michael Sullivan

3.2.1 FY 2022-23 Budget Forecast

The monthly forecast is the same as in previous months. The college will need to use approximately \$3.8 million in HEERF Federal Stimulus funds to balance the budget. This leaves \$3.0 million of which \$2.4 million is forecast to be used in next year's proposed budget. HEERF funds have been maxed out, both student and institutional funds. Funds must be spent by July 31, 2023. Thanks to J. Tillotson and L. Hodel for submitting the necessary federal forms and reports. The College and Board officers met with the County on May 1 to discuss the proposed budget and sustainability plan. The County Executive is expected to submit his recommendations in June. The College requested a 2% increase in sponsorshare. Trustee Testani asked how the college would be impacted if the US Government defaulted. M. Sullivan and L. Hodel replied it usually doesn't affect student aid but the country hasn't been this close to a deadline so the impact is unknown. M. Sullivan commented that it may affect some Federal grants. The college will keep the trustees aware of any impacts.

3.2.2 Human Resources Update

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

3.2.3 Grant Approvals

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

3.2.4 Investment Report

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

The next Finance and Facilities Committee Meeting is tentatively scheduled for Tuesday, June 20, 2023 at 9:00 a.m. Wales 107 Conference Room

3.2.5 Student Village Housing Report

This report reflects standard activity for April. 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

Mr. Ligeikis reported on the highlights in his report. A copy was included in the packet and is for informational purposes. The Fitness court is complete and a ribbon-cutting ceremony will be in the Fall semester. The third pavilion is completed and with furniture. Solar lighting will be added for additional safety. The Old Science Restroom project is pending contract approval by the county. An RFP has gone out for architectural design for the Student Union conversion and is due May 30th. Repairs on the generator from the last Thanksgiving emergency will be completed on Saturday. Costs should be available for the Decker Nursing project this week. An engineering company will be assessing the buildings and installing meters to track energy usage in each building to help control costs.

Mr. Sullivan reported that the Boland Land acquisition, approved by the county was submitted to SUNY and requested a 2nd appraisal. The 2nd appraisal came back substantially lower than the first. The college has asked the 1st appraiser to update their response. The information will be provided to Broome County Legal which is handling the acquisition. There has been no formal offer to the landowners by the county or college.

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

The meeting was adjourned at 9:23 a.m.

Approved: June 20, 2023