

## **CALL TO ORDER/ROLL CALL**

The meeting was called to order in the Boardroom (A300) by Trustee Jennings at 4:03 p.m. The roll call was taken.

Members present: Garrick Abezetian, Michael Garrity, Tracy Jennings, Joe Klinger, John Lambrecht, Melissa Ramirez Cooper, Jim Reynolds, Colleen Rockafellow, Sean Sullivan, Sam Tolia

Members absent: Stephen Kubiczky, Elizabeth Potter

Also present: Tom Olson, Ronald Serpico, Bianca Sola-Perkins, Danielle Stephens

## **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to approve the minutes of the March 5, 2025 Finance meeting. A voice vote was taken and the motion carried unanimously.

## **CITIZEN PARTICIPATION/PRESENTATION**

### **Second Quarter Grant Report**

The report was provided in writing before the meeting; there were no questions about the information provided.

### **Human Resources Report (Joe Klinger):**

Added to payroll: \$280,771

Removed from payroll: \$454,019

NET removed from payroll: \$173,248

## **NEW BUSINESS**

Without objection, Mr. Jennings turned the meeting and new business over to Mr. Sullivan.

### **Business Services**

#### **1. Budget Transfers**

The committee recommended that the Board of Trustees accept the proposed budget transfers to accommodate institutional priorities.

#### **2. Preservation Services Inc. Vendor Limit Increase**

The committee recommended that the Board of Trustees approve an FY25 vendor limit increase to \$50,000 for Preservation Services, Inc. that performs roofing repairs at the college. This limit increase covers all roof repairs already undertaken and allows for up to \$40,000 in additional roof repairs.

**3. Certification of Final Completion and Authorization of Final Payment for the Heat Pump Replacement Building T Project**

The committee recommended that the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$12,850 for the Heat Pump Replacement Building T Project. The total project cost was \$128,500.

**Academic and Student Affairs**

**4. Agreement with Orthopedics at Rush**

The committee recommended that the Board of Trustees approve a Cooperative Agreement with Midwest Orthopedics at Rush. The clinic will serve as a new observation site for students enrolled in the Continuing Education Physical Therapy and Sports Medicine Aide program. There is no cost to the college for this Agreement.

**5. High Voltage Battery Training Aid on a Trolley, High Voltage Source Safe Disconnection and CAN Bus Training Aids**

The committee recommended that the Board of Trustees approve the purchase of training aids for the Automotive Department to provide hands-on learning experience to the students pursuing careers as automotive technicians or mechanics. The total cost, including shipping and handling fees, is \$40,248. This purchase is fully funded by the FY2025 Electric Vehicle Rev Up Community College Initiative Grant – Round 3.

**6. Purchase of Accuplacer Units for Placement Testing**

The committee recommended that the Board of Trustees approve the purchase of up to 18,000 ACCUPLACER placement testing units for new and continuing students, for placement into English and Mathematics courses, as well as those courses with related prerequisites. The ACCUPLACER units will be purchased at a cost of \$1.95 per unit. The total cost for FY25 will not exceed \$35,100.

**7. Student Community Employment Experience with River Grove Public Library**

The committee recommended that the Board of Trustees approve a S.E.E.D. (Skill Enhancement and Employee Development) Program Community Work Experience Partnership Agreement with the River Grove Public Library. Student compensation, if any, is at the discretion of the employer. The Agreement will renew annually, unless cancelled by either party. In the event the Agreement is not renewed, students participating in the employment experiences at the time of expiration will be allowed to complete such assignment under the same terms and conditions. The employers will work with Triton enrolled S.E.E.D. students at no cost to the college. The S.E.E.D. program teaches employability skills to neurodivergent individuals and requires once-a-week class meetings, one-to-one coaching sessions, and the completion of 175-hour internship.

**8. Revised Agreement with Signed Language Interpreters Inc.**

The committee recommended that the Board of Trustees approve the revised Customer Rate Agreement (Exhibit A) with Sign Language Interpreters Inc., which is a continuation of the original Agreement, approved and initiated in June 2023. The revised Agreement includes an increase in the base hourly rate, from \$80 to \$88 per hour, and the estimated annual cost for these services is approximately \$80,000.

**9. Amendment to the Agreement with Parchment LLC for Diploma / Certificate Service**

The committee recommended that the Board of Trustees approve an amended contract for diploma services with Parchment LLC. The original contract, approved by the Board on February 18, 2025, correctly specified a three-year term; however, it inaccurately listed the contract end date as June 30, 2027. The amended contract reflects the correct end date of February 17, 2028, which represents the full three-year term from the date of Board approval.

**Communications & Institutional Advancement**

**10. Agreement with Lamar**

The committee recommended that the Board of Trustees approve the expenditure paid to Lamar for billboard advertising space on the Tristate (I-294), North Avenue and Mannheim Road, to promote Triton College brand awareness and registration throughout FY26. The Agreement will begin July 1, 2025 and run through June 28, 2026 at a cost not to exceed \$30,000.

**11. Agreement with View Chicago Transit LLC**

The committee recommended that the Board of Trustees approve the purchase of bus shelter and HotSpot advertisements from View Chicago Transit, LLC to support FY26 enrollment initiatives. The advertisements will run from July 14, 2025, through July 12, 2026, at a total cost not to exceed \$42,000.

**Human Resources**

**12. Hourly Employee Wage Increase**

The committee recommended that the Board of Trustees approve an hourly wage increase of fifty cents per hour for all Non-Bargained For hourly employees that meet specific requirements. The estimated cost of the increase for FY26 is \$97,025 and will come into effect on July 1, 2025.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Finance Exhibits 1 through 12 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

## **PURCHASING SCHEDULES**

- B47.16     Chiller Replacements at Buildings A & J – Ms. Stephens recommended that the Board of Trustees accept a proposal submitted by Oak Brook Mechanical Services for the chiller replacement (\$3,070,100), and by Valor Technologies for asbestos removal (\$32,956), in accordance with their respective low specified bid.
- B47.17     Electrician Services – Ms. Stephens recommended that the Board of Trustees accept a proposal submitted by G & M Electrical Contractors, in accordance with their low specified bid of \$750,000.
- B47.18     Plumbing Services- Ms. Stephens recommended that the Board of Trustees accept a proposal submitted by T & J Plumbing, Inc., in accordance with their low specified bid of \$380,000.

## **APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Purchasing Schedules B47.16, B47.17, and B47.18, as amended, to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

## **CLOSED SESSION**

The committee determined that there was no reason to move to Closed Session.

## **INFORMATION ITEMS**

### **Monthly Financial Report and Investment Report (Jim Reynolds)**

- \$31,369,203 in tax revenue has been collected to date in FY25.
- The college has collected 100% of the anticipated revenue from tuition and fees.
- The principal balance remains strong due to the recent tax collections, and investment returns are performing as expected.

## **ADJOURNMENT**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to adjourn the meeting at 4:16 p.m. A voice vote was taken and the motion carried unanimously.

Respectfully submitted,

Margaret Kluza  
Margaret Kluza  
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: May 7, 2025