

CALL TO ORDER/ROLL CALL

The meeting was called to order in the Boardroom (A300) by Trustee Jennings at 4:09 p.m. The roll call was taken.

Members present: Michael Garrity, Joe Klinger, John Lambrecht, Jim Reynolds, Colleen Rockafellow, Sean Sullivan, Sam Tolia

Members absent: Stephen Kubiczky, Elizabeth Potter, Melissa Ramirez Cooper

Also present: Paul Jensen, Tina Lilly, Tom Olson, Danielle Stephens

APPROVAL OF MINUTES

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to approve the minutes of the May 7, 2025 Finance meeting. A voice vote was taken and the motion carried unanimously.

CITIZEN PARTICIPATION/PRESENTATION

Human Resources Report (Joe Klinger):

Added to payroll: \$181,200

Removed from payroll: \$175,923

NET added to payroll: \$5,277

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. Approval of Fiscal Year 2026 Tentative Budget

The committee recommended that the Board of Trustees approve the FY26 Tentative Budget in accordance with state statutes.

3. Renewal of Treasurer's Bond

The committee recommended that the Board of Trustees approve the Treasurer's Bond to no less than \$18 million, reflecting 25% of all cash and other monetary assets under the Treasurer's custody, which aligns with the state law and is estimated to adequately cover the maximum amount of all identified cash-related assets on hand during FY26. The cost of the bond for FY26 will be \$16,639.

4. Housing Agreement with Concordia University

The committee recommended that the Board of Trustees approve a housing accommodations Agreement with Concordia University for up to 32 “NJCAA Division I” student athletes for the 2025-2026 academic year. Students will move in on or after August 15, 2025 and move out by May 15, 2026. The average annual cost per student athlete last year was \$11,510. The cost per student athlete for the 2025-2026 academic year will be \$11,872, which is an increase of \$362 per student. The total cost to Triton College, depending on the actual number of housed athletes, will not exceed \$390,000

5. BG Restaurant Group 2025 Contract Extension

The committee recommended that the Board of Trustees approve a three (3) year contract extension with BG Restaurant Group, beginning July 1, 2025 through June 30, 2028, subject to a 90-day pre-termination notice by either party. BG Restaurant Group will continue to provide food service, including the main cafeteria, H Building coffee shop, concessions stands at athletic events, and on-campus event catering as directed by the administration. The minimum value of the Agreement is \$61,472 over 36 months.

6. Agreement with SHI International Corp

The committee recommended that the Board of Trustees approve an Agreement with SHI International Corp for 170 Tableau Cloud Viewer licenses and 5 Tableau Cloud Creator licenses to support data analysis, visualization, and the dissemination of institutional data. The Agreement will be effective from July 8, 2025 through July 7, 2026. The total cost is \$27,427.95.

7. Confirmation of Board Poll – Cosmetology Lab Renovation in M Building

This Action Exhibit was presented to the Finance Committee as an information item. The Board Poll was conducted on May 22, 2025 to award a contract (Purchasing Schedule B47.23) to Edwin Anderson Construction Company for the renovation of the Cosmetology Lab in “M” Building in the amount of \$1,396,450.

Academic and Student Affairs

8. Affiliation Agreement with Department of Veterans Affairs

The committee recommended that the Board of Trustees approve an Affiliation Agreement with the Department of Veterans Affairs to allow students in Triton College’s Respiratory Care program to participate in clinical education experiences at the site. The Agreement will be effective June 18, 2025 through May 31, 2035, and may be terminated in writing at any time by mutual consent with due consideration of patient care and educational commitments. There is no cost to the college for this Agreement.

9. ILLINET/OCLC Services Program Member Agreement with the Secretary of State/State Librarian

The committee recommended that the Board of Trustees approve the Agreement for ILLINET/OCLC Services for FY26, beginning July 1, 2025 through June 30, 2026 at the cost of \$4,678.05.

10. Tutoring Hours Purchases through NILRC

The committee recommended that the Board of Trustees grant the Academic Success Center permission to issue an Open Purchase Order to NILRC (Network of Illinois Learning Resources in Community Colleges). The term of service is July 1, 2025 through June 30, 2026 and will not exceed \$40,000.

11. Approval to Return Toyota Loaned Vehicles and Training Aids Following TECS Program Status Change

The committee recommended that the Board of Trustees approve the return of two loaned vehicles and accompanying service training aids to Toyota Motor Sales, USA, Inc. (Toyota) at the conclusion of the spring 2025 semester. These items were originally provided to the college through Toyota's Technical Education College/High School Support Elite (TECS Elite) program under Board of Trustees action exhibit #16939, dated September 26, 2023. There is no cost to the college for this return.

Human Resources

12. Renewal of Service Agreement with PeopleAdmin, Inc.

The committee recommended that the Board of Trustees approve the annual license fee with PeopleAdmin, Inc. for an applicant tracking system. The renewal cost for FY26 has increased by \$1,124.72 over FY25, for a total of \$29,242.67.

13. Agreement with Shaker Recruitment, Advertising, and Communications

The committee recommended that the Board of Trustees authorize placing Triton College employee recruitment advertising with Shaker Recruitment, Advertising, and Communications. Shaker charges are on a per posting basis with fees ranging from \$300 to \$2,000, dependent on ad size and job board selected. Total expenditures to Shaker Advertising for FY26 will not exceed \$50,000.

Information Systems

14. Renewal Agreement with Explorance for Blue Course Evaluation Software

The committee recommended that the Board of Trustees approve a renewal Agreement with Explorance to provide Blue Course Evaluation software subscription services. The Agreement will run from July 1, 2025 through June 30, 2028 for a cost of \$24,098.81 in FY26; \$25,183.25 in FY27; \$26,316.50 in FY28. The total cost of the three-year Agreement is \$75,598.56.

Communications & Institutional Advancement

15. Agreement with Hubbard Chicago (101.9 The Mix)

The committee recommended that the Board of Trustees approve the expenditure paid to Interstate Outdoor Advertising to rent billboard advertising space on North Avenue and Fifth Avenue, to promote Triton College brand awareness and registration throughout FY26. This Agreement will be effective July 1, 2025 through June 28, 2026 at a cost not to exceed \$32,500.

16. Agreement with Hubbard Chicago (2060 Digital Advertising)

The committee recommended that the Board of Trustees approve the purchase of digital ads to be posted by Hubbard Chicago (2060 Digital) throughout the July 1, 2025 to June 30, 2026 enrollment cycles. These digital ads will run throughout FY26 on multiple online and social media advertising venues at a cost not to exceed \$60,000.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Finance Exhibits 1 through 16, with the exception of Exhibit 7, to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

PURCHASING SCHEDULES

B47.24 Fall 2025 Triton College Continuing Education Guide – Ms. Stephens recommended that the Board of Trustees accept a proposal for printing the Triton College Continuing Education Guide submitted by Woodward Printing in accordance with their low specified bid of \$23,459.55.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to forward Purchasing Schedule B47.24, 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 (Jim Reynolds)

- \$32,476,325 in tax revenue has been collected to date in FY25.
- As for tuition and fees billed in FY25, the college has exceeded the budgeted amount. Other expenses are on track.
- Expenditures and encumbrances to date, including Capital Renovation, represent 66% of budgeted expenditures.

FY26 Intergovernmental Agreement with Illinois Upward Mobility Program for Tuition and Fee Assistance

The additional Action Exhibit did not meet the Finance deadline and is being forwarded directly to the Board of Trustees – a proposal to approve an Intergovernmental Agreement with the Upward Mobility Program, which is a state of Illinois program offering tuition assistance to approved state employees. There is no cost to the college for this Agreement.

ADJOURNMENT

Mr. Jennings made a motion, Mr. Abezetian seconded, to adjourn the meeting at 4:23 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: July 2, 2025