

CALL TO ORDER/ROLL CALL

The open meeting was called to order in the Boardroom (A300) by Trustee Tracy Jennings at 4:00 p.m.

Members present: Garrick Abezetian, Michael Garrity, Tracy Jennings, Joe Klinger, Stephen Kubiczky, John Lambrecht, John McGarry, Elizabeth Potter, Jim Reynolds, Colleen Rockafellow, Sean Sullivan

Members absent: Elizabeth Potter

Also present: Sam Tolia, Pamela Harmon

APPROVAL OF MINUTES

Mr. Sullivan made a motion, Mr. Garrity seconded, to approve the minutes of the September 15, 2021 Finance meeting. A voice vote was taken and the motion carried unanimously.

CITIZEN PARTICIPATION/PRESENTATION

Human Resources (Joe Klinger):

Mr. Klinger reported that a recommendation was made to hire the new Director of Business Services and the Retired and Senior Volunteer Program (RSVP) Director.

Added to payroll: \$313,170

Removed from payroll: \$122,500

NET addition to payroll: \$190,670

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

NEW BUSINESS

Business Services

1. Budget Transfers

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

2. Wireless Hotspot Service

The committee recommended that the Board of Trustees authorize contracting with T-Mobile USA, Inc. for 100 mobile hotspots to be utilized by Triton College students with internet access needs, effective immediately. The total cost of the

24 month term will be completely funded by the Governors Emergency Education Relief Fund (GEER grant). The total expense must be prepaid under the terms of the grant. The total expenditure will not exceed \$70,560.

Academic and Student Affairs

3. Cooperative Agreement with Kirk Eye Center

The committee recommended that the Board of Trustees approve the Cooperative Agreement with Kirk Eye Center that will enable students in Triton College's Ophthalmic Technician program to participate in clinical education experiences at the site. This Agreement shall commence upon execution November 1, 2021, and shall have an initial term of one (1) year. This Agreement will automatically renew for additional one (1) year terms unless either party provides notice of intent to terminate the Agreement as provided herein. Either party may terminate this Agreement upon written notice of one (1) semester or five (5) months, whichever is less, to the other party with or without cause. Any students enrolled in a clinical experience at the time of termination shall be permitted to complete the then current clinical rotation under the terms and conditions stated herein. There is no cost to the college for this Agreement.

4. ATI Entrance Testing Services Agreement Renewal

The committee recommended that the Board of Trustees approve a renewal of the Agreement with Assessment Technologies Institute (ATI) to offer the "Test of Essential Academics Skills" (TEAS) ongoing, beginning October 15, 2021. Either party may cancel this Agreement with a 30 day written notice to the other party. There is no Triton College cost associated with this Agreement. The students taking the test will pay all fees.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan made a motion, Mr. Abezetian seconded, to forward Action Exhibits 1 through 4 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

PURCHASING SCHEDULES

B44.05 Snow Removal Service – FY22 - Mr. McGarry recommended that the Board of Trustees accept a proposal for snow removal service for FY22, submitted by Brancato Snow & Ice Management, in accordance with their low specified bid of \$250,000.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan moved, Mr. Lambrecht seconded, to forward Purchasing Schedule B44.05 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

- **First Quarter Investment Report (Jim Reynolds)**
 - The college has sufficient liquidity to pay its bills. Investment earnings are down due to low interest rates.

- **Monthly Financial Report (Jim Reynolds)**
 - As of 9/30/21, Triton College is 25% (3/12th) through FY22.
 - Triton has received 25% of operating grant funds.
 - The college has started accepting budget transfers.
 - Tax money is starting to be received from the county.
 - No Personal Property Replacement tax has been received so far this year.

ADJOURNMENT

Mr. Sullivan made a motion, Mr. Garrity seconded, to adjourn the meeting at 4:12 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: November 3, 2021