

CALL TO ORDER/ROLL CALL

The meeting was called to order by Mrs. Potter at 4:02 p.m. in the Board Room, A300.

Present: Mr. Abezetian, Mr. Garrity, Mr. Klinger, Mr. Kubiczky, Mr. Lambrecht,
Ms. Peluso, Mrs. Potter, Mr. Reynolds, Mr. Sullivan.

Absent: None.

Also Present: Ms. Page, Ms. Smith

APPROVAL OF MINUTES

Mr. Sullivan, moved, Mr. Abezetian seconded to approve the minutes of the March 6, 2019, Finance meeting. Voice vote carried the motion unanimously.

CITIZEN PARTICIPATION/PRESENTATIONS

Mr. Klinger reported that there are approximately 20 employees retiring this fiscal year. An automotive instructor is being hired for the Honda Program who will begin this summer.

NEW BUSINESS

Mrs. Potter stated that with no objection from the committee, the committee will take one vote for the action exhibits and one vote for the purchasing schedules. There was no objection from the committee. Mrs. Potter turned the meeting over to Mr. Sullivan.

1. Budget Transfers

Mr. Sullivan asked if there were any questions on the budget transfers. The committee had no questions. Mr. Sullivan noted that the Business Office is working on posting an online transfer form pattern to follow when completing a Budget Transfer.

2. Extension of Intergovernmental Cooperative Agreement with West Central Municipal Conference

Mr. Sullivan stated that this is a request to extend the Cooperative Agreement with West Central Municipal Conference (WCMC) and West Cook County Solid Waste Agency for an additional 5-year term. The new Agreement will extend the term through December 31, 2023. The waiver of fees is equivalent to \$2,250 per month. There is no special cost to Triton College.

3. Crowe LLP Auditor Engagement Letter – FY 2019-2023

Mr. Sullivan stated that this is an Auditor Engagement Letter with Crowe LLP, for five fiscal years ending June 30, 2019 through June 30, 2023 to perform required financial Audits. For FY19 and FY20 the fee will not exceed \$96,800; for FY21; \$99,200; for FY22; \$101,200; and for FY23; \$103,000. The total cost of standard Audits for five fiscal years will not exceed \$497,000.

4. Episerver Hosting Agreement

Mr. Sullivan stated that this a hosting Agreement with Episerver for the Triton College website. The Agreement will run from April 17, 2019 thru June 30, 2020 and renew annually unless terminated in writing three months prior to the end of the subscription. There is no additional fee for the coverage from April through June of 2019. The Agreement will cost \$50,463.60 for the annual license/hosting and \$8,000 for a one-time migration fee for a total cost of 458,463.60.

5. Purchase of Three Milestone Recording Servers

Mr. Sullivan stated that this is a purchase from Pace Systems of three Milestone CCTV recording servers and additional computer memory. The total cost for servers and memory will be \$56,967.87. The purchase will be funded from Life Safety funds. \$1,895.29 will be taken from Life Safety FY15 account balance to 0. The remaining \$55,072.58 will be taken from Life Safety FY16, bringing that account balance to \$28,923.40.

6. “R Building” Lower Level Running Track Damaged Flooring Replacement

Mr. Sullivan stated that this is a request to authorize the Vice President of Business Services to expend funds up to \$175,000 to engage the services of TSI Commercial Floor Covering to remove and replace damaged running track flooring in the “R Building” lower level running track. The College maintains insurance coverage for such damage and this expense is reimbursable under the insurance policy with a zero dollar deductible.

7. Clinical Affiliate Agreement with Uropartners, LLC and Triton College

Mr. Sullivan stated that this is a Cooperative Agreement with Uropartners, LLC and will become effective once both parties have signed. The Agreement will enable students in Triton’s Certified Medical Assistant program to participate in clinical education experiences at Uropartners, LLC. There is no cost to the college for this Agreement.

8. Data Sharing Agreement with Kevin Li

Mr. Sullivan stated that this item is pulled from the Finance Agenda.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan moved, Mr. Reynolds seconded to forward Finance Exhibits 1 through 7 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

PURCHASING SCHEDULES

B41.19 Landscape Maintenance: Ms. Schafer presented a proposal for the Gymnasium Floor Refinishing & Gymnasium Painting – Building R Project and recommended that the Board of Trustees accept the proposal submitted by Vortex Commercial Flooring (gymnasium floor refinishing) in accordance with their low specified bid of \$63,420 and to Cosgrove Construction, Inc. (gymnasium painting) in accordance with their low specified bid of \$42,075.

B41.20 Continuing Education Guide – Summer 2018: Ms. Schafer presented a proposal for the purchase of a CNC Plasma Table and recommended that the Board accept the proposal submitted by Lincoln Electric Company in accordance with their low specified bid of \$27,375.72.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan moved, Mr. Garrity seconded to forward Purchasing Schedules B41.19 and B41.20 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

Ms. Smith presented the April Quarterly Grant Report which included FY19 grant awards, funding requests submitted and funding requests not funded. The Grants Office has submitted 19 applications to date this fiscal year.

CLOSED SESSION

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

INFORMATION ITEMS

- **Monthly Financial Report**
- **Third Quarter Investment Report**

Mr. Reynolds presented the Monthly Financial Report and the Third Quarter Investment Report.

- Three Projects Added to the FY19 Calendar

Mr. Lambrecht discussed the following FY19 construction projects:

1. Main Entrance Concrete Stair Replacement (“A” Building)
2. Chemical Storage Room Renovations
3. Trash Enclosure Replacements

ADJOURNMENT

Mr. Sullivan moved, Ms. Peluso seconded to adjourn the meeting at 4:35 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

Carolyn Palmer

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Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: May 8, 2019