

FINANCE COMMITTEE  
BOARD OF TRUSTEES  
MINUTES

Meeting of April 12, 2022

**Finance & Capital Committee members 2021-2022:**

**John DeGrace, Chair**

**John Durso**

**Wanda Jackson**

The meeting of the Finance Section of the Finance and Capital Committee of the Board of Trustees was called to order by Trustee Durso via Zoom meeting at 5:00p.m.

Committee members present: John Durso

Committee members absent: John DeGrace  
Wanda Jackson

Other Trustees in attendance: Donna Tuman (ad hoc)  
(ad hoc)  
Kathy Weiss (ad hoc)  
Carl Henry Denaud, Student Trustee (ad hoc)

Also in attendance: Officer-In-Charge Donna Haugen  
Conzatti, Izquierdo, Lausch  
AVP Cappello, Friedman, Hahn, Kerrigan  
Abel Cantillo

**AGENDA ITEMS**

**1. Minutes** - Minutes of the March 8, 2022 meeting were approved. Motion was made by Trustee Weiss and seconded by Trustee . Motion carried.

**2. Pending College Procurement Agreements**  
None

**3.** presented by Abel Cantillo  
a. The Office of the Comptroller performed an examination of OTPS (Other than Personal Services) expenditures based on the reports generated by the Banner system for February 2022. All OTPS expenditures were subjected to selection, and 21 expenditures were selected. The expenditures were audited for appropriateness in accordance with the Code of Rules and Regulations for Community Colleges as promulgated by the State University of New York, proper departmental authorization, accurate departmental coding, evidence of receipt of goods or services and utilization of appropriate purchasing practices based on the amount of purchase and state and local requirements. The 21 expenditures ranged from approximately \$432 to \$266,177 and averaged \$26,629. The cumulative value of the 21 expenditures was \$559,205 and represented 56.5

- c. The Accounts Receivable (A/R) Aging Report shows we are at approximately 87.6% for fiscal 2022.
- d. Nassau County Audit shows 44.90% collection ongoing for ten years.

**4. Capital Projects/Design and Construction Presentation Presented by Phillip Cappello**

a. Planned Expenditures

A list of Planned Expenditures was presented. The largest expenditure listed is for the Culinary Program at 108 Duncan. This project is moving forward, it has been bid, and we are waiting for the County to award it. Once they award it, it is a one-year project to have the new building running. Trustee Durso asked for the status with the County, and was told we just finished the PLA with the contractor and the timing is fine.

b. SUNY Capital Project Reimbursement Submittals

A list of the SUNY Capital Project Reimbursement Submittals was presented. These are all capital projects that are funded by the capital program of the County. This is not from operating funds and there are only seven pending reimbursements. The County reimburses 50% of each project listed. Trustee asked if these are MWBE programs and does the College fall under that jurisdiction? We do not fall under that law, but the contractors are supposed to provide us with an MWBE program when we send it over to the County for their review and approval. NSC is the official bidder and we ask them for their MWBE program.

c. Phillip Cappello provided some photos and the status of the following:

228-HTHW Pipe Replacement and System Assessment - RFP to On Call AE firms have been issued and proposals have been received. The Proposal Rating Committee has selected a firm and is in the process of routing the Contract Advise ment through the County.

168-College Solar Project / NYPA: Ongoing discussions with Nassau County and NYPA to utilize County Contract to execute Solar installation on Library.

226-Exterior Door Replacement PH1 - Project to replace the exterior doors in the Clusters Buildings with the intention of a physical security system. Awarded to H2M, Contract has been approved and encumbered by the County. Project Kick off meeting has been held.

212-College Union Exterior Stairs & Door and Window Package - Replace Exterior Emergency Exit Stairs on EXT of College Union Building, South Elevation. Door and Window Package Added. DDC is awaiting final Bid documents and estimate prior to bidding project.

230-North Hall Signage - Room signage has been inReplace Exterf meEK5 H6.(h)20( )-expe

191-Library Roofing and Sealant Replacement - Project is 95% complete. Awaiting warmer

- May 11 - 31 - Meetings with county legislators
- May 11 - 31 - Review with county offices as requested
- June 8 - Presentation to Legislative Budget Committee
- June 27 - Presentation to full legislature
- June 28 - Submit budget to SUNY

2022 Projected

- Showing a projected loss of \$13.6M.
- Student revenues are down by -9.3%, as are student fees as we are collecting as much for parking since students are remote.
- We are doing well with Revenue in Lieu of Sponsor Share.
- The Revenue Offset to Expenses (Continuing Education and Workforce Development) is still low -to-
- Rents & Recoveries these are rents that we get from the bookstore and food service. We to-face.
- Investment Income is based on the market.
- State Aid is right on target. For 2023 state aid we will have \$38.4M
- Property Taxes have been maintained the same from the county.
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- Reimbursement from HEERF Grants \$17,000,000 were originally \$12,000,000.

A handwritten signature in blue ink, appearing to read "John [unclear]". The signature is written in a cursive style on a light blue background.