

CALL TO ORDER/ROLL CALL

The meeting was called to order by Trustee Donna Peluso at 4:04 p.m. in the Board Room, A300.

Present: Garrick Abezetian, Michael Garrity, Joe Klinger, John Lambrecht, John McGarry, Donna Peluso, Elizabeth Potter, Jim Reynolds, Sean Sullivan

Absent: Stephen Kubiczky

Also Present: Paul Jensen, Sacella Smith, Susan Page

APPROVAL OF MINUTES

Mr. Abezetian moved, Mr. Garrity seconded to approve the minutes of the December 4, 2019 Finance meeting. Voice vote carried the motion unanimously.

CITIZEN PARTICIPATION/PRESENTATION

Ms. Peluso appointed John McGarry, the new Triton College Purchasing Manager, to the College's Finance Committee.

Grants:

Ms. Smith (Grants Development Office - GDO) reported that during the FY20 second quarter, 26 grant opportunities were distributed to the campus community. She added that GDO is currently working with individuals across campus to complete and submit the FY20 TRIO grant (funding for FYS 2020-2025), a Steelcase Education grant to fund active learning in the library, and an Illinois Secretary of State Adult Volunteer Literacy grant for the Adult Education Department's Access to Literacy program. In response to Ms. Peluso's question about foundation applications, Ms. Smith replied that the college is constantly searching for the foundation scholarship opportunities.

Human Resources:

Mr. Klinger informed the committee that HR Department is getting ready for the spring semester: hiring many adjunct instructors and embedded tutors (these tutors, who are recommended by instructors, work also in the classroom environment and teach pre-college credit courses). Mr. Klinger also reported that the Admissions Office is finally fully staffed (with the Assistant Director and two College Relations Associates (recruiters) in place).

New payroll: \$881,599

Off payroll: \$271,754

Without objection, Ms. Peluso turned the meeting new business over to Mr. Sullivan.

NEW BUSINESS

1. Budget Transfers

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

2. Facility Fee Waiver: Federal Bureau of Investigation (FBI)

The committee recommended that the Board of Trustees waive the facility usage fee and approve the use of the Triton College indoor and outdoor track facilities, including locker rooms, by the Federal Bureau of Investigation (FBI). The FBI will conduct agent Physical Fitness Tests (PFTs) as well as prospective applicant PFTs, approximately six (6) times a year. The Agreement will be effective upon execution, through June 30, 2020, and will automatically renew for additional one (1) year terms each July 1, when executed by duly authorized agents of the Parties. There is no special cost to the College for this Agreement.

3. Facility Fee Waiver: U.S. Census Bureau

The committee recommended that the Board of Trustees approve a fee waiver request from the U.S. Census Bureau for the use of a lecture hall in the T Building (T106) on the following days in March 2020: March 9, 11, 18, 20, 25, and 27, from 8:00 am to 5:00 pm, to host training for the U.S. Census Bureau applicants. The value of the facility waiver is \$8,100 (room rental fee) as per the Triton College Facilities Rental Policy.

4. Facility Fee Waiver: West 40 Intermediate Service Center No 2 and Community Alliance

The committee recommended that the Board of Trustees approve a fee waiver request from West 40 Intermediate Service Center No 2 and Community Alliance for the use of the R-Building rooms 301; 313; 317; 319 and the Performing Arts Center, as well as fees associated with maintenance, police and audio visual needs on Saturday, February 29, 2020, from 8 am - 1 pm for the "Say Yes to Your Future" event. Approximately 400 mothers and daughters will participate in this event. The value of this fee waiver is approximately \$6,000.

5. Renewal of Beverage and Sponsorship Agreement with Pepsi Beverages Company

The committee recommended that the Board of Trustees approve the renewal of a five (5) year exclusive beverage and sponsorship Agreement with Bottling Group, LLC, d/b/a Pepsi Beverages Company ("Pepsi"). This Agreement is effective July 1, 2019 and will terminate on June 30, 2024, with an option for Triton to renew for three (3) additional years.

6. Annual Contract Subscription with Emsi

The committee recommended that the Board of Trustees approve the Career Coach Agreement between Triton College, District 504, and Emsi (Economic Modeling, LLC) to purchase and implement a new generation of career interest assessment tool at an annual subscription of \$11,000, effective between February 1, 2020 and January 31, 2021. The new assessment tool is funded entirely under Title V Year 2 grant.

7. Renewal of Beverage and Sponsorship Agreement with Pepsi Beverages Company

The committee recommended that the Board of Trustees approve the Clinical Affiliation Agreement Addendum between RUSH University Medical Center and Triton College. This is to the original Agreement dated July 16, 2013 and will be effective on February 1, 2020, and shall have an initial term of one (1) year. This Addendum will automatically renew for successive one year periods for up to four (4) years after the initial period. Before that time, either party may terminate this Addendum at any time, with or without cause, upon ninety (90) days prior written notice to the other party. Students currently enrolled at that point will be permitted to complete the current clinical rotation under the terms and conditions stated herein. There is no cost to the college for this Agreement.

APPROVAL OF ACTION EXHIBITS

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

PURCHASING SCHEDULES

No purchasing schedules at this time.

CLOSED SESSION

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

INFORMATION ITEMS

- Monthly Financial Report (Mr. Reynolds)
As of 12/31/19, Triton College is 50% (6/12th) through fiscal year 2020 (7/1/19 to 6/30/20).

Classes start next week. As of January 15, 2020, the enrollment is flat

ADJOURNMENT

Mr. Sullivan made a motion, Mr. Lambrecht seconded to adjourn the meeting at 4:28 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

Margaret Kluza
Margaret Kluza
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: February 5, 2020