

## **CALL TO ORDER/ROLL CALL**

The meeting was called to order by Trustee Elizabeth Potter at 4:01 p.m. in the Board Room, A300.

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

Absent: Stephen Kubiczky

Also Present: Pamela Harmon, Susan Page

## **APPROVAL OF MINUTES**

Mr. Sullivan moved, Mr. Abezetian seconded to approve the minutes of the February 5, 2020 Finance meeting. The motion passed with nine (9) votes in favor and one (1) abstention (Mr. Reynolds abstained from voting as he did not attend the last meeting).

## **CITIZEN PARTICIPATION/PRESENTATION**

### **Human Resources:**

Mr. Klinger reported that a Student Success Advisor (SURGE) has been identified. Additional hires included Network Engineer and Planetarium Educator.

New payroll: \$656,201

Off payroll: \$378,300

Without objection, Mrs. Potter 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. Agreement with Economic Modeling, LLC of Moscow, Idaho (Emsi)**

The committee recommended that the Board of Trustees approve the contract with Economic Modeling, LLC of Moscow, Idaho (Emsi) for ten user licenses of Analyst web application that provides labor market data. This Agreement is for the period of March 25, 2020 through June 30, 2022 unless extended or renewed. The two-year cost of these licenses is \$24,000.00 with two equal payments, with

first payment due on July 1, 2020 and the second on July 1, 2021. Emsi will provide complimentary access to the web application from March 25, 2020 to June 30, 2022.

**3. Certificate of Final Completion and Authorization of Final Payment for the B Rooftop HVAC Unit Replacement Project.**

The committee recommended that the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$20,145.65 for the B Rooftop HVAC Unit Replacement Project. The total project cost was \$254,035.65.

**4. 2020 Community College Educational Agreement Amendment**

The committee recommended that the Board of Trustees approve the updated Comprehensive Agreement Regarding the Expansion of Educational Resources for the expressed purpose of providing additional educational programs to the citizens of each district involved in this Agreement. The Agreement allows colleges to share programs that might not otherwise be available to its in-district students. There is no specific or additional cost to Triton College. This Agreement has been updated per the ICCB and is effective immediately.

**5. Change of Course Fees for Biology and Sociology Courses**

The committee recommended that the Board of Trustees approve the following course fees for one (1) Sociology and six (6) Biology courses that carry the section codes of “700” beginning in Fall of 2020: BIS 100, 101, and 113 at \$65.28, BIS 136 at \$69.12, BIS 150 at \$96, BIS 222 at \$67.20, and SOC 100 at \$61. As part of the Agreement with Follett Bookstore to implement McGraw Hill Education’s Inclusive Access Program, students will pay the respective fee to Triton College and the full fee will be remitted to Follett by Triton. Students are not charged for course materials if they drop the class during the normal “full refund” period. The cost to Triton will be the expense of collecting the fee, including but not limited to any loss realized from students who do not pay the College tuition and fees.

**6. Village of Elmwood Park Fire Cooperative Agreement**

The committee recommended that the Board of Trustees approve the Cooperative Agreement between Triton College and the Village of Elmwood Park through its Fire Department. This Agreement will become effective when signed and automatically renew for one (1) year periods. 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 associated to the college for this Agreement.

**7. Village of Rosemont Intergovernmental Agreement**

That the Board of Trustees approve the Intergovernmental Agreement between Triton College and the Village of Rosemont. This Agreement will become effective when signed and automatically renew for one (1) year periods. 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 associated to the college for this Agreement.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Abezetian 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**

B42.11 Districtwide Schedule of Classes – Fall 2020: Mr. McGarry recommended that the Board of Trustees accept a proposal for printing of Districtwide Schedule of Classes for Fall 2020 submitted by Breese Publishing in accordance with their low specified bid of \$40,632.00.

B42.12 Summer 2020 Continuing Ed Guide: Mr. McGarry recommended that the Board of Trustees accept a proposal for printing of Summer 2020 Continuing Ed Guide submitted by Breese Publishing in accordance with their low specified bid of \$18,022.00.

**APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mr. Lambrecht seconded to forward Purchasing Schedules B42.11 and B42.12 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

**CLOSED SESSION**

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

**INFORMATION ITEMS**

- Monthly Financial Report  
Mr. Reynolds pointed out that \$15,313,999 in tax revenue has been collected to date in Fiscal Year 2020.

- Boardroom and President's Office Suite Area Carpet Replacement  
The carpet replacement in the above-mentioned area is going out to bid on February 27<sup>th</sup>. In addition, new Boardroom chairs as well as tables to replace the lower counter area have been ordered. Chair replacement is not part of the bid. The project timeline is May 20<sup>th</sup> through June 15<sup>th</sup>.

**ADJOURNMENT**

Mr. Sullivan made a motion, Mr. Abezitian seconded to adjourn the meeting at 4:15 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

          *Margaret Kluza*            
Margaret Kluza  
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: April 8, 2020