

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

The open meeting was called to order in the Boardroom (A300) by Trustee Elizabeth Potter at 4:01 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: None

Also present: Tom Olson

## **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to approve the minutes of the July 7, 2021 Finance meeting. A voice vote was taken and the motion carried unanimously.

## **CITIZEN PARTICIPATION/PRESENTATION**

### **Human Resources (Joe Klinger):**

Mr. Klinger reported that HR is in the process of hiring new Adjunct faculty as well as Tutors, Academic Advisors, and Transition Specialists.

Added to payroll: \$635,428  
Removed from payroll: \$768,980  
NET savings to payroll: \$133,552

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

## **NEW BUSINESS**

### **Business Services**

#### **1. Office Depot Air Purifier Installation**

The committee recommended that the Board of Trustees approve G & M Electrical Contractors (the College's electrical contractor) to install classroom/office Air Purifiers purchased from Office Depot, in an amount not to exceed \$250,000, paid from HEERF grant funding. 160 devices will be installed across campus.

**Human Resource**

**2. EEO and Affirmative Action Program FY21 Summary**

The committee recommended that the Board of Trustees approve the FY21 Equal Employment Opportunity and Affirmative Action Program summary as presented by the Human Resources Department. The program outlines the College's policy against discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, disability, sexual orientation, unfavorable discharge from military, or status as a disabled veteran or veteran of the Vietnam era.

**Information Systems**

**3. Microsoft Consolidated Campus Agreement with CDW-G**

The committee recommended that the Board of Trustees approve a one-year renewal agreement with CDW-G to provide Microsoft software products for all Triton owned or leased PC's at a cost of \$44,030.11 (same as the previous renewal). The renewal period runs from September 1, 2021 through August 31, 2022.

**4. Barracuda Total Email Protection from CDW-G**

The committee recommended that the Board of Trustees approve the purchase of "Barracuda Total Email Protection" for a three year subscription agreement from CDW-G for the total cost of \$153,734.40, paid from HEERF grant funding. "Barracuda Total Email Protection" will strengthen defenses against spear phishing emails as well as allow Triton to identify and respond to attacks faster and more accurately.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to forward Action Exhibits 1 through 4 to the Board of Trustees with a recommendation for approval. The roll call was taken and the motion carried unanimously.

**PURCHASING SCHEDULES**

- B44.01 Bi-Polar Ionizers - Purchase - Mr. McGarry recommended that the Board of Trustees accept a proposal for the purchase of Bi-Polar Ionizers submitted by RLD Resources, LLC, in accordance with their low specified bid of \$208,604.
- B44.02 Bi-Polar Ionizers – Installation - Mr. McGarry recommended that the Board of Trustees approve the installation of Bi-Polar Ionizers performed by G & M Electrical Contractors, the College's electrical contractor, at an estimated cost of \$70,860.

- B44.03 Card Access - Buildings A, I, O, and P – Mr. McGarry recommended that the Board of Trustees accept a proposal for Buildings A, I, O & P card access submitted by Edwin Anderson Construction Company, in accordance with their low specified bid of \$518,100.

The Higher Education Emergency Relief Fund (HEERF) grant dollars will be used to cover the costs associated with the three projects. These dollars are to be used in higher education institutions to address the immediate and urgent impacts of the COVID-19 pandemic for academic institutions.

#### **APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan moved, Mrs. Rockafellow seconded, to forward Purchasing Schedules B44.01, B44.02, and B44.03 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 (Jim Reynolds)**

As of 7/31/21, Triton College is 8% (1/12<sup>th</sup>) through FY22. Enrollment is down 27.8% compared to 2019, and up 8% - compared to last year. The Cook County is late in sending their tax bill. From good news, Triton has received its first Operating Grant payment.

- **FY 2019 Minority/Female/Disabled Vendor Enterprises Report (Board Policy No. 3316) (John McGarry)**

Mr. McGarry provided the following summary of the vendor classifications per the College's Business records:

- 4 are classified as a minority business – 3 minority and 1 MBE
- 31 are classified as a female business – 24 female and 7 WBE
- 1 is classified as a disabled business
- 2 are classified as both a minority and female business
- 1 is classified as a Veteran Owned Small Business

Overall, there are 1279 vendors. The total expenditures paid during the fiscal year are at \$18,016,832.33.

- **Office Depot Air Purifier Purchase (Confirmation of Board Poll)**

The Board Poll, already conducted, approved the purchase of up to \$1,000,000 to purchase classroom/office Air Purifiers from Office Depot for a not-to-exceed amount of \$1,000,000, paid from HEERF grant funding for Fiscal Year 2022.

- **August 2021 Agreement with Chicago White Sox (Confirmation of Board Poll)**  
The Board Poll, already conducted, approved the purchase of the fixed home plate sign for four (4) home games during the August 16-19, 2021 regular baseball season homestand against the Oakland A's at a cost not to exceed \$36,000. It will provide consistent and maximized television exposure during each of the four locally produced White Sox home games. This advertising will promote Triton College awareness and create a compelling name presence for prospective students for the upcoming fall semester, during home games of the first place White Sox.

**ADJOURNMENT**

Mr. Sullivan made a motion, Mr. Garrity seconded, to adjourn the meeting at 4:25 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: September 15, 2021