

CALL TO ORDER/ROLL CALL

The open meeting was called to order in the Boardroom (A300) by Trustee Tracy Jennings at 4:00 p.m.

Members present: Garrick Abezetian, Michael Garrity, Tracy Jennings, Joe Klinger, Stephen Kubiczky, John Lambrecht, John McGarry, Jim Reynolds, Colleen Rockafellow, Sean Sullivan

Members absent: Elizabeth Potter

Also present: Tina Lilly, Hilary Meyer, Sam Tolia

APPROVAL OF MINUTES

Mr. Sullivan made a motion, Mr. Garrity seconded, to approve the minutes of the November 3, 2021 Finance meeting. A voice vote was taken and the motion carried unanimously.

CITIZEN PARTICIPATION/PRESENTATION

Human Resources (Joe Klinger):

Mr. Klinger reported that a recommendation was made to hire a full-time Automotive Technology Faculty and Executive Director of Workforce Equity Initiatives.

Added to payroll: \$245,189
Removed from payroll: \$393,796
NET deduction from payroll: \$148,607

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

NEW BUSINESS

Business Services

1. Budget Transfers

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

2. 2021 Tax Levy

The committee recommended that the Board of Trustees approve the 2021 tax levy as presented. It has been determined that the amount of money necessary to be raised by taxation upon the taxable property of Community College District 504 for the 2021

tax year is \$30,616,163. Pursuant to Public Act 102-0519, which became law in August 2021, a “Prior Year Levy adjustment”; the amount of \$528,001 will automatically be added by the Cook County Clerk’s office to the Triton College 2021 property tax rate calculation. This adjustment offsets refund amounts issued between November 1, 2020 and October 1, 2021, as defined by PA102-0519.

3. Certification of Compliance with Truth in Taxation Act

The committee recommended that the Board of Trustees approve the Certification of Compliance with the Truth in Taxation Act. The 2021 Tax Levy has been adopted in full compliance with the provisions of Division 2.1, Sections 18-101.1 through 18-101.45 of the Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85.

4. Resolution Abating Taxes Levied for Debt Service on Series 2014, Series 2020A, Series 2020B Bonds and Series 2020C

The committee recommended that the Board of Trustees approve the Resolution abating all taxes heretofore levied for the year 2021 to pay debt service on the District’s outstanding General Obligation Bonds (Alternate Revenue Source), Series 2014, Taxable General Obligation Refunding Bonds (Alternate Revenue Source), Series 2020A, General Obligation Refunding Bonds (Alternate Revenue Source), Series 2020B and Taxable General Obligation Refunding Bonds (Alternate Revenue Source), Series 2020C for the total abatement of \$4,570,672.51.

5. Investment of College Funds with Wintrust Bank

The committee recommended that the Board of Trustees approve the following agreements with Wintrust Bank, N.A.: 1) Resolution Designating Public Depository and Authorizing Withdrawal of Local Government Public Moneys 2) Money Market Account Side Letter 3) Collateralized Deposit Agreement 5) Pledged Depository Agreement 5) Signature Card 6) Certification of Beneficial Owners 7) Business Deposit Account Application, and authorize the College Treasurer to execute documents and invest College funds, to make deposits, issue disbursements, and to transfer funds to and from Triton College accounts between other financial institutions as needed.

6. Snap-On Industrial Tools and Equipment Purchase

The committee recommended that the Board of Trustees approve the purchase of Snap-On classroom equipment and lab tools for the automotive department from Snap-On Industrial. The tools will be purchased with Perkins funds as allowed under the grant guidelines. The purchase will not exceed the amount of \$100,000 for FY22.

7. Certificate of Final Completion – Life Safety FY2008 Asbestos Abatement Phase V – ICCB Project # 1886-1007

The committee recommended that the Board of Trustees approve the Certificate of Final Completion for the FY2008 Life Safety Project Asbestos Abatement. Total final construction cost was \$300,000. The asbestos abatement project included abatement

in the N building, central plant; J building abatement and restoration; and E building abatement and restoration.

8. Certificate of Final Completion – Life Safety FY2021 Abatement – Project # LS FY21 Abatement

The committee recommended that the Board of Trustees approve the Certificate of Final Completion for the FY2008 Life Safety Project Asbestos Abatement. Total final construction cost was \$300,000. The asbestos abatement project included abatement in the N building, central plant; J building abatement and restoration; and E building abatement and restoration.

9. 2022 Facility Master Plan

The committee recommended that the Board of Trustees approve the 5 Year Facility Master Plan, which is a projection of all Major Projects requiring capital expenditure, for July 1, 2022 through June 30, 2027. There is no cost to approve the Master Plan.

10. Hourly Employee Wage Adjustment

The committee recommended that the Board of Trustees approve an hourly wage adjustment for all presently employed hourly employees who did not receive an annual wage increase in accordance with Action Exhibit 16619, approved June 15, 2021. These wage adjustments are effective January 1, 2022.

11. Agreement with Employee Benefits Corporation (EBC)

The committee recommended that the Board of Trustees approve Employee Benefits Corporation as the third-party administrator for the Triton's compliance requirements under the Consolidated Omnibus Budget Reconciliation Act (COBRA) for health and dental insurance plans. The annual agreement fee is \$0 with a per member monthly administration fee of \$0.64. The total fees for calendar year 2022 will not exceed \$3,000.

12. Facility Fee Waiver: Intermediate Service Center

The committee recommended that the Board of Trustees approve a fee waiver request from the Intermediate Service Center for the use of the Performing Arts Center and R Building Room 221, as well as fees associated with maintenance and audiovisual needs, on March 29, 2022 (alternate date March 30, 2022) from 4:00 p.m. to 10:00 p.m. to host the 12th Regional ISC Scripps Spelling Bee Championship. The value of the waiver is \$4,630 as per the Triton College Facilities Rental Policy.

Academic and Student Affairs

13. GM Vehicle Donations

The committee recommended that the Board of Trustees approve the donation of a 2013 LaCross CXL, 2014 Regal, and 2014 Sonic LT, General Motors (GM) vehicles to area high schools per the requirements in the GM Donations Handbook. As there

are no in-district ASE certified high schools, the vehicles will be donated to District 214 which serve as feeder schools for our program. There is no cost to Triton College for the donations of these vehicles, and this action supports high schools that send students to attend Triton's automotive programs.

14. Automotive Technology Vehicle Donations

The committee recommended that the Board of Trustees approve the donation of 4 Toyota vehicles to the Automotive Program at Proviso East High School including 2001 Toyota Corolla, 2002 Toyota Highlander, 2004 Toyota Camry, and 2005 Toyota Solara. This downward donation of vehicles is required under the original Toyota donation agreement with the college. There is no cost to Triton for this donation.

15. Agreement with Eyecare Service Partners

The committee recommended that the Board of Trustees approve the Cooperative Agreement with EyeCare Services Partners, which shall commence when executed by both parties January 1, 2022, and shall have an initial term of one (1) year. The Agreement will automatically renew for additional one (1) year terms unless either party provides notice of intent to terminate the Agreement as provided herein. Either party may terminate the Agreement upon written notice to the other party of one (1) semester or five (5) months, whichever is less, with or without cause. Any students enrolled in a clinical experience at the time of termination shall be permitted to complete their current clinical rotation under the terms and conditions stated herein. There is no cost to the College for this Agreement.

16. Agreement with Plymouth Place Senior Living

The committee recommended that the Board of Trustees approve the Cooperative Agreement with Plymouth Place Senior Living. This Agreement shall commence when executed by both parties January 1, 2022, and shall have an initial term of one (1) year. The Agreement will automatically renew for additional one (1) year terms unless either party provides notice of intent to terminate as provided herein. Either party may terminate the Agreement upon written notice to the other party of one (1) semester or five (5) months, whichever is less, with or without cause. Any students enrolled in a clinical experience at the time of termination shall be permitted to complete their current clinical rotation under the terms and conditions stated herein. There is no cost to the College for this Agreement.

17. Titles for Library Removal/Weeding

The committee recommended that the Board of Trustees approve the removal/weeding of 1,240 library titles with an estimated value of \$1,240. Those titles are outdated and information is readily available in other, newer print materials or already subscribed databases.

18. Disposal of Obsolete Telecourse VHS Tapes, Audio Cassettes & DVDs

The committee recommended that the Board of Trustees approve the removal of 675 obsolete Educational Technology Resource Center (ETRC) Telecourses titles with an estimated value of \$675.00. The materials listed are considered outdated and no longer effective in circulation.

19. Additional Statement of Work with Persistence Plus

The committee recommended that the Board of Trustees approve the Agreement with Persistence Plus to enhance and expand the “behavioral nudge,” (also known as the TRUDY texting platform), to 3000 additional students in order to increase retention, persistence, and support enrollment. This Agreement will be effective immediately and run through June 30, 2022. The total cost will be completely funded by the Governors Emergency Education Relief Fund (GEER II: Learning Renewal Plan grant). The cost of this Agreement is \$24,992.15.

20. Campuslogic Agreement

The committee recommended that the Board of Trustees approve the Agreement with CampusLogic. The Agreement will be effective as of January 1, 2022 and will remain in effect for 60 months. The total cost of this Agreement is \$189,456 and will be completely funded by the Higher Education Emergency Relief Fund (HEERF).

21. Agreement with Rosemont Theatre

The committee recommended that the Board of Trustees approve the rental Agreement with Rosemont Theatre allowing Triton use of the Rosemont Theatre on Saturday, May 14, 2022, for the annual commencement ceremony. This Agreement will not exceed a maximum value of \$38,000.

Information Systems

22. COTG - Purchase and Installation of Smart Technology and Multimedia Equipment

The committee recommended that the Board of Trustees approve the purchase and installation of eleven (11) SMART 86” Interactive Panels and eleven (11) 35’ HDMI Cables from COTG for the not-to-exceed amount of \$55,491, as part of the annual technology refresh.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Action Exhibits 1 through 22 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

PURCHASING SCHEDULES

B44.11 Districtwide Combined Schedule of Classes Summer 2022 - Mr. McGarry recommended that the Board of Trustees accept a proposal for printing Districtwide Combined Schedule of Credit Classes Summer 2022, submitted by K. K. Stevens Publishing Company, in accordance with their low specified bid of \$39,381.83.

Mr. Tolia reported that, due to paper outage, we are 3 weeks behind with printing the spring schedule for credit classes, but the online version, which is more accurate as it is updated on a daily bases, is available.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to forward Purchasing Schedule B44.11 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried 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 11/30/21, Triton College is 42% (5/12th) through FY22.
 - Registration for Spring 2022 is down compared to Spring 2019 (credit enrollment).
 - \$13,782,117 in tax revenue has been collected to date in FY22.

ADJOURNMENT

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to adjourn the meeting at 4:40 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: January 12, 2022