

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Special Meeting – June 10, 2013

Dr. Murray called the meeting to order at 6:03 p.m. in the Hummel Corporate and Professional Education Center, Room 295.

Trustees attending: Mr. Accattato, Mr. Ackerman, Mr. Barbato, Mr. Brenchley, Ms. Clark, Ms. Crandall, Mr. DeLuca, Mr. Testa, Mr. Snyder (via video conference)

Trustees Absent: Dr. Wind

In Attendance: Dr. Murray, Dr. Hawes, Mr. Laino, Mr. Oriolo, Ms. Ruffing

Also Present: Jackie Woudenberg, Julie Lewis, Jim Salamy

A list of proposed June 2013 – April 2014 Trustees meeting dates was provided. Ms. Clark moved to approve the Board of Trustees Meeting Dates for 2013-2014 as presented.

Mr. Brenchley seconded the motion

Vote-Unanimous

Dr. Murray presented Resolution 12-19, Award of Contracts: Renovation of the RMCC Cafeteria/Alumni Hall. On September 27, 2012, the HCCC Board of Trustees approved Resolution #12-01, and on October 24, 2012, the Herkimer County Legislature approved Resolution #252, for the Renovation of the Robert McLaughlin College Center Cafeteria/Alumni Hall. On February 28, 2013, the HCCC Board of Trustees approved Resolution 12-11, and on March 20, 2013, the Herkimer County Legislature approved Resolution #79 for architectural services to CS Arch. In accordance with General Municipal Law, bids were solicited for the General Contractor, HVAC, and Plumbing for the RMCC Cafeteria/Alumni Hall Project. Bids were opened on May 14, 2013. The project architect, CS Arch, has reviewed the bids and recommends awarding of the contracts as follows: General Contractor – HR BeeBe Construction Services, Inc.; HVAC – Giruzzi Plumbing & Heating, Inc.; Plumbing – Schmalz Mechanical Contractors, Inc. After reviewing the bid proposals with the architect, it is the recommendation of the College Administration that the Board of Trustees approve the low bidders.

Ms. Clark made a motion to approve Resolution 12-19 as presented.

Mr. Testa seconded the motion.

Vote-Unanimous

Mr. Laino presented Resolution 12-20: 2013-2014 Operating Budget. The HCCC administration has developed its 2013-2014 Proposed Operating Budget and reviewed the details with the Board of Trustees. The budget reflects an estimated enrollment decrease to 2,510 FTEs, down from the 2012-2013 budget of 2,874 FTEs. Budgeted expenditures will total \$24,026,536. This represents a decrease of 4.9% over the 2012-2013 budget of \$25,276,377. Estimated revenues include a \$100 increase in the full-time tuition rate to \$3,740. No increase in sponsor contribution is requested from Herkimer County. It is the recommendation of the College administration that the Board of Trustees approve the proposed Operating Budget for fiscal year 2013-2014 in the amount of \$24,026,536.

Mr. Accattato made a motion to approve Resolution 12-20 as presented.

Ms. Clark seconded the motion.

Vote-Unanimous

Mr. Laino presented Resolution 12-21: 2013-2014 Community Education and Other Fees. Annually, the College's administration reviews all service user fees to ensure appropriateness with current requirements. Additions, changes and deletions are justified and presented to the Board of Trustees for approval. There are no changes proposed for fiscal year 2013-2014. It is the recommendation of the College administration that the Board of Trustees approve the presented fee schedule for Community Education Service, Facilities Utilization, Child Care and Non-Credit Programming Fees.

Mr. Barbato made a motion to approve Resolution 12-21 as presented.

Mr. Brenchley seconded the motion.

Vote-Unanimous

EXECUTIVE SESSION

At 7:30 p.m., Mr. Ackerman moved that the board adjourn to Executive Session to discuss, under provisions of Section 105 of Article 7 of the Public Officers law, as follows:

- the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Mr. Barbato seconded the motion.

Vote-Unanimous

At 8:17 p.m., Mr. Accattato moved that the board reconvene.

Ms. Clark seconded the motion.

Vote-Unanimous

ADJOURNMENT

Ms. Clark moved to adjourn the meeting.

Mr. Accattato seconded the motion.

Vote-Unanimous

The meeting adjourned at 8:21 p.m.

slh