

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – May 20, 2024

Chairman Stalteri called the meeting to order at 6:01 p.m. in Johnson Hall, Room 202.

Trustees Attending: Dr. Ainsworth; Mrs. Crandall; Mr. Drumm; Mr. Gregory; Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri

Trustees Absent: Mr. Testa

In Attendance: Mr. Laino; Mr. Dutcher; Mr. Oriolo; Ms. Ruffing; Ms. Woudenberg

Also Present: Dr. Robin Riecker; Trish Lucas, auditor of D’Arcangelo & Co., LLP

Chairman Stalteri called on Ms. Lucas to lead the Board in the Pledge of Allegiance.

CONSENT AGENDA

Chairman Stalteri presented the following consent agenda items for Board approval:

- a. Minutes
 - i. April 22, 2024 Annual Meeting
 - ii. April 22, 2024 Regular Meeting
 - iii. Financial Reports as of 4/30/2024

Mr. Gregory moved that the consent agenda items for the May 20, 2024 regular meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

PRESENTATIONS

College-in-Prison Program:

Mr. Laino introduced Dr. Robin Riecker, who presented the SUNY Documentary about College-in-Prison Programs Across the State, *The Light is Yours*. The Chancellor recently joined Herkimer College staff at the Mid-State Correctional Facility graduation ceremony this past January. Enrollment in the College-in-Prison program was approximately 84 students for fall 2023 and 91 students for spring 2024, and 177 new and continuing students are expected for fall 2024. Dr. Riecker discussed the collaboration with Hamilton College, Colgate University and SUNY Poly offering degrees in prison. Students enroll at Herkimer College first, then are provided a seamless transfer to any SUNY four-year institution, including SUNY Poly. Mr. Laino thanked Dr. Riecker and Provost Oriolo for their support of the College-in-Prison program.

Dr. Riecker also informed the board about the current focus on a pathway for international students from Japan and athletes. Ms. Ruffing and her team will be involved with marketing and media and are working with an agency in Japan.

Audit Report:

Mr. Laino introduced Ms. Trish Lucas, D’Arcangelo & Co., LLP, who oversees the College’s and FSA’s external audit. She reported a clean, unmodified report on the financial statements of Herkimer County Community College. No significant deficiencies or material weaknesses were noted, and the College qualified as a low-risk auditee. Mr. Laino thanked Ms. Woudenberg and Ms. Lucas and her team for their efforts. Ms. Woudenberg distributed and reviewed with the Board the *Unaudited Statement of Changes to Unrestricted Fund Balance for the fiscal year ended August 31, 2023*, which showed a loss for the first time in several years.

Mr. Drumm moved to accept the audit report, as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

OFFICER-IN-CHARGE’S REPORT

Administration and Finance:

Mr. Russell announced his resignation as a Herkimer County legislator. Mr. Laino acknowledged Mr. Russell for his support of the College over many years.

Resolution 23-18: FY 2025 Tuition and Fee Schedule was presented. The enrollment deposit for international students in the amount of \$300, which is non-refundable if the prospective student does not attend, was added. The College-in-Prison fee was decreased to \$25 per credit hour.

Mr. Gregory moved to approve Resolution 23-18, as presented.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 23-19: FY 2025 Community Education Service, Facilities Utilization and Non-Credit Programming Fees was presented. There were no changes in fees from last year.

Dr. Ainsworth moved to approve Resolution 23-19, as presented.

Mr. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

Chief Student Services Officer Update:

Mr. Dutcher reported that the men’s baseball team, women’s softball team, and two individuals from the golf team all qualified for the nationals. It will soon be announced that the men’s basketball nationals will be held at Herkimer College in 2025, 2026 and 2028.

The enrollment report was reviewed. Mr. Dutcher will begin presenting to high school freshmen.

In housing, 118 deposits have currently been received. One hundred forty-nine new students have registered, as well as 406 continuing students, 56 returning, and 29 transfer.

Mr. Dutcher spoke to Legislator Ackerman about restarting a conversation with National Grid regarding developing a new natural gas training program with National Grid. Herkimer College

representatives Provost Oriolo, Bill McDonald and Don Dutcher met with Andy Jordan and Mrs. Backus from National Grid on how the partnership could work.

Mr. Laino gave a background on the recent fire at Brookwood apartments and the efforts made to assist several students who were displaced.

FOUNDATION & AUXILIARY REPORTS

College Foundation:

Chairman Stalteri reported that the Foundation annual dinner will be held in June, and the annual Day of Giving will be targeted for fall.

Housing Corp.:

Mr. Laino reported that he is working on securing external companies to use the College's housing facilities this summer.

NYCCT:

Mr. Gregory reminded the board about nominations for the annual NYCCT awards program.

INFORMATIONAL ITEMS

Mr. Laino updated the board on the College's capital projects:

- Designs for the baseball and softball fields are nearly finalized.
- The chiller will be replaced this summer/fall.
- Road and parking lot reconstruction, as well as locker room renovations, will be completed next spring/summer/fall.
- A resolution for a construction management firm is forthcoming.

The job description for a workforce development position has been finalized.

EXECUTIVE SESSION

Dr. Ainsworth moved, at 8:04 p.m., that the board adjourn to Executive Session to discuss, under provisions of 105e of Article 7 of the Public Officers Law, collective negotiations pursuant to article fourteen of the civil service law; and 105f of Article 7 of the Public Officers Law, matters leading to the appointment, employment, promotion demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Mr. Russell seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Gregory moved, at 9:06 p.m., that the board reconvene.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Mr. Russell moved to adjourn the meeting.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:07 p.m.