

HERKIMER COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

Special Meeting – July 23, 2025

Chairman Reardon called the special meeting to order at 6:03 p.m. in RMCC 282/283.

Trustees Attending: Mr. Ackerman; Dr. Ainsworth; Mrs. Crandall; Mr. Drumm; Mr. Gregory; Mr. Reardon; Mr. Stalteri

Trustees Absent: Ms. Prymas; Mr. Testa

In Attendance: Mr. Laino; Mr. Oriolo; Ms. Ruffing; Ms. Woudenberg; Terri Grates Day, Ph.D. (via videoconference)

Also Present: Erin Gall, Assistant County Attorney, Herkimer County; Tim Rogers, Director of Campus Safety

Chairman Reardon led the Board in the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Reardon presented the following Board of Trustees meeting minutes for Board approval:

- i. April 28, 2025 Regular Meeting
- ii. April 28, 2025 Annual Meeting
- iii. May 1, 2025 Special Meeting
- iv. May 2, 2025 Special Meeting
- v. May 5, 2025 Special Meeting
- vi. May 7, 2025 Special Meeting
- vii. May 12, 2025 Special Meeting
- viii. May 21, 2025 Special Meeting
- ix. May 27, 2025 Special Meeting

Mr. Drumm moved that the board meeting minutes as listed above be approved.

Mr. Ackerman seconded the motion.

Vote-Unanimous. Motion adopted.

OFFICER-IN-CHARGE'S REPORT

Mr. Laino reported that he had a very positive phone call with SUNY Capital Facilities today. As the College's capital projects came in under budget, verbal approval was given for additional requests, including repairing the elevator control in the PE building; replacing the scoreboards in Wehrum Stadium and the baseball field; replacing inner and outer doors of the gymnasium; replacing the HVAC handler in the Tech Center; and reconstructing the back road.

The Mohawk Regional Teacher Center will now be housed at Herkimer College's Library. This will increase visibility of the College to the community.

Mr. Laino is representing the College as a member of the Herkimer County 250th Commission,

which will celebrate the 250th anniversary of the birth of our country. The College will host fireworks on campus for this event.

The College will also participate in the celebration of the Erie Canal's 200th anniversary on October 10, 2025 at the Herkimer Marina.

Mr. Ackerman was recently appointed by the County as trustee of the Board of Trustees for the period July 9, 2025 through June 30, 2032. The Board offered their congratulations and appreciation.

RESOLUTIONS / FACULTY-STAFF HANDBOOK

Mr. Laino introduced Ms. Erin Gall, Assistant County Attorney, who assisted the College in the research and preparation of Resolutions 24-16 and 24-17.

Resolution 24-16: Videoconferencing at Board Meetings was presented. The Board of Trustees authorizes its members who experience an extraordinary circumstance, as outlined in Resolution 24-16 and in compliance with Chapter 56 of the Laws of 2022, to attend meetings by videoconference.

Mr. Gregory made a motion to amend Resolution 24-16 to include that the Chairman of the Board has the authority to decide whether a member's physical absence qualifies as an "extraordinary circumstance."

Mr. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Drumm moved to approve Resolution 24-16, as amended

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 24-17: Adopt New Policy SA 24-17 Stop Campus Hazing; Remove Policy SA 80-01 Hazing Policy was presented. The Stop Campus Hazing Act, signed into law on December 23, 2024, creates new federal obligations for institutions to develop hazing policies and implement reporting requirements. This policy ensures compliance with this Act and aims to prevent hazing activities with the College, ensuring a safe and respectful environment for all students. The previous Hazing Policy, adopted in 1980, does not comply with the Stop Campus Hazing Act.

Mr. Drumm moved to approve Resolution 24-17, as presented.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Faculty-Staff Handbook: The Faculty-Staff Handbook is reviewed annually for any changes, additions, or deletions.

Mrs. Crandall moved to approve revisions to the Faculty-Staff Handbook, as presented.

Mr. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 24-18: 2025-2026 Proposed Operating Budget was presented. Mr. Laino and Ms. Woudenberg reviewed the details of the proposed budget for FY 2025-2026 in the amount of \$23,844,684.

Mr. Gregory moved to approve Resolution 24-18, as presented.

Mr. Drumm seconded the motion.

Vote-Ayes-6: Trustees Ackerman, Ainsworth, Crandall, Drumm, Gregory, Stalteri

Nayes-1: Trustee Reardon

Motion adopted.

The budget will be presented on August 6, 2025 to the Ways and Means and Education Committees, then will be presented to the Herkimer County Legislature on August 13, 2025.

Resolution 24-19: FY 2025-2026 Community Education and Other Fees was presented. No changes from the previous year are reflected in this resolution.

Mr. Ackerman moved to approve Resolution 24-19, as presented.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 24-20: Part-Time Employee Pay Scale was presented. The proposed Part-Time Employee Pay Scale is designed to comply with the current New York State minimum wage and to provide appropriate rate determination for all part-time employees.

Mr. Gregory moved to approve Resolution 24-20, as presented.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 24-21: Agreement for Fifth President of Herkimer County Community College was presented. This resolution approves the Agreement between Herkimer County Community College and Dr. Terri Grates Day for the term August 18, 2025 – August 31, 2028.

Mr. Stalteri moved to approve Resolution 24-21, as presented.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

CHAIR'S REPORT

NYCCT: Chairman Reardon asked the Board to respond to the Notice of Proposed Rulemaking regarding the proposed amendments to Section 604 of Subchapter D of Chapter V of Volume B of Title 8 of the New York Code titled "Code of Standards and Procedures for the Administration and Operation of Community Colleges Under the Program of the State University of New York" published in the June 18, 2025 State Register.

EXECUTIVE SESSION

Mr. Stalteri moved, at 8:29 p.m., that the board adjourn to Executive Session to discuss, under provisions of Section 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. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

At 9:40 p.m., Mr. Drumm moved that the board reconvene.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Mr. Drumm moved to adjourn the meeting.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

The special meeting adjourned at 9:41 p.m.

slh