

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – May 22, 2023

Chairman Stalteri called the meeting to order at 6:02 p.m. in the Robert McLaughlin College Center, Room 282/282.

Trustees Attending: Miss Cingranelli; Mrs. Crandall; Mr. Gregory; Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri

Trustees Absent: Dr. Ainsworth; Mr. Testa

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

Also Present: Ms. Jackie Woudenberg; Ms. Trish Lucas (D’Arcangelo & Co., LLP)

SWEARING IN OF NEW STUDENT TRUSTEE

Chairman Stalteri introduced and welcomed new student trustee, Elizabeth Cingranelli, who was sworn in as a member of the Board of Trustees of Herkimer County Community College.

CONSENT AGENDA

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

- a. Minutes
 - i. April 18, 2023 Annual Meeting
 - ii. April 18, 2023 Regular Meeting
 - iii. May 8, 2023 Special Meeting
 - iv. May 9, 2023 Special Meeting
- b. Campus Reports
 - i. Enrollment Charts
 - ii. Statement of Revenues and Expenditures as of 4/30/2023
 - iii. President’s Activities

Mrs. Crandall moved that the consent agenda items for the May 22, 2023 regular meeting be approved, with the exception of the Enrollment Report, which will be moved to the regular agenda for further discussion.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

PRESENTATION

Mr. Laino introduced Trish Lucas, lead auditor of D’Arcangelo & Co., LLP. Ms. Lucas reviewed the Comprehensive Annual Report and Compliance Reports for the Year Ended August 31, 2022. Audits for FSA, the Foundation and Housing Corporation (component units), which go through the same rigor as the College, were performed by other auditors, and these audits were included in the College’s report. HEERF funds will soon come to an end. A summary of the audit results included:

- The auditor's report expressed an unmodified opinion (which is the highest level of opinion one can receive) on the financial statements of the College.
- No significant deficiencies or material weaknesses were noted.
- No instances of noncompliance material were disclosed.
- Herkimer County Community College qualified as a low-risk auditee.

Ms. Lucas thanked the College for being cooperative and well prepared. Mr. Laino thanked Ms. Woudenberg and Ms. Julie Lewis for their efforts for successful audits of the College and component units.

Ms. Woudenberg reviewed the *Unaudited Statement of Changes to Unrestricted Fund Balance for the fiscal year ended August 31, 2022*.

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

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Ms. Woudenberg reviewed *Fiscal Year 2022-2023 Preliminary Projection* with the Board. Mr. Laino remarked that the College has a very challenging gap. Though the budget will be difficult, everything will be done to reduce the amount of impact on the fund balance.

PRESIDENT'S REPORT

President's Update:

Mr. Laino reported that he made remarks earlier today at a Mohawk Valley Economic Development District (MVEDD) meeting, which was attended by leaders of six counties. His remarks, which highlighted the College, were well received.

Student Affairs:

Mr. Dutcher reported that applications for housing are at approximately 200 and remarked that FSA will have some challenges before them.

Academic Affairs:

Mr. Oriolo reported that two MOA's (Esports Management and Business Administration) with Herkimer County BOCES were signed as additional P-Tech programs. Also, two MOA's are being finalized (Electrical Technology and Computer and Network Security) for additional P-Tech programs. This will create five P-Tech options for students to pursue, including the original program in Quality Assurance. The College had three P-Tech graduates this year.

Admissions:

The enrollment charts were reviewed and discussed. Ms. Iglesias reported that the College is yielding higher registrations.

CHAIR'S REPORT

The Board was asked to move the June 26th board meeting to July 6th to allow time to prepare the budget, which will need to be voted on in order to present to the County at their July 10th meeting.

Chairman Stalteri reported that the Pauly Group has been selected as the search firm for the presidential search.

Mr. Gregory made a motion to hire the Pauly Group to conduct the search for the next president of Herkimer County Community College, contingent upon reaching contract terms acceptable to the Officer In Charge as directed by the Board, and that the Chairman be authorized to sign the contract, not to exceed \$52,000, on behalf of the entire board.

Mr. Reardon seconded the motion.

Vote-Unanimous. Motion adopted.

Ms. Johanna Duncan-Poitier, Senior Vice Chancellor for Community Colleges and the Education Pipeline for the State University of New York (SUNY), would like to meet with the Board soon to go over the presidential search process, as SUNY wants to ensure that they are there to support the College.

Chairman Stalteri thanked Mrs. Crandall for her hard work, loyalty and dedication to the College, the Board, and the community throughout her years of service. Mrs. Crandall remarked that it has been an honor and privilege to serve as Chairwoman. Though it was a difficult decision to step down, she feels that the Board is in good hands with Mr. Stalteri. On behalf of the Board, Chairman Stalteri presented Mrs. Crandall with a gift of appreciation.

FOUNDATION & AUXILIARY REPORTS

College Foundation/Housing Corporation:

The Foundation annual meeting will be held soon.

Housing Corporation:

Housing will once again be occupied this summer by the Glimmerglass summer opera company. A baseball team from the outlying area will also use the College's housing for a few days. This will assist with funding for the Housing Corporation. Mr. Laino reported on a water issue at College Hill, which has since been resolved.

NYCCT:

Trustees Gregory and Prymas will attend the NYCCT and NYCCAP Appreciation Reception in Albany tomorrow. Chairman Stalteri announced that he will attend the NYCCT fall conference and encouraged other trustees to attend, as it is a great learning opportunity. Trustees should contact Ms. Hunt if they are interested, and she will register them.

EXECUTIVE SESSION

Ms. Prymas moved, at 8:17 p.m., that the board adjourn to Executive Session to discuss, under provisions of 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.

Mrs. Crandall moved, at 9:20 p.m., that the board reconvene.
Mr. Gregory second the motion.
Vote-Unanimous. Motion adopted.

ADJOURNMENT

Miss Cingranelli moved to adjourn the meeting.
Mr. Gregory seconded the motion.
Vote-Unanimous. Motion adopted.
The meeting adjourned at 9:22 p.m.

slh