**SUFFOLK COUNTY COMMUNITY COLLEGE**

**SUMMARY MINUTES OF THE BOARD OF DIRECTORS MEETING**

**ALUMNI ROOM OF THE BROOKHAVEN GYMNASIUM**

**AMMERMAN CAMPUS, SELDEN, NEW YORK**

**AUGUST 18, 2011**

The meeting was held on Thursday, August 18, 2011 at 8:30 a.m. in the Alumni Room, Brookhaven Gymnasium, Selden, New York.

PRESENT:

Dafny Irizarry Trustee/Chair

Walter Hazlitt Trustee/Vice Chair

Bryan Lilly Trustee/Secretary

Saul Fenchel Trustee

Anthony Mangual Student Trustee

Patricia McMahon Trustee

Paul Pontieri Trustee

Theresa Sanders Trustee

Shaun L. McKay President

 George Gatta Executive Vice President

Mary Lou Araneo V.P. Institutional Advancement

 James Amoroso V.P. of Financial & Business Affairs

Nathaniel Pugh V.P. for Planning and Institutional Effectiveness

Marvin Bright Associate V.P. Student Affairs

 Louis Petrizzo General Counsel

\* \* \* \* \* \* \* \* \* \*

The meeting of the Board of Directors was convened at 10:06 a.m.

\* \* \* \* \* \* \* \* \* \*

A motion to approve the minutes of the July 20, 2011 Board of Directors meeting was seconded and approved unanimously.

\* \* \* \* \* \* \* \* \* \*

A motion to approve association Resolutions No. 2011.A15 was seconded and approved unanimously.

**RESOLUTION NO. 2011.A15 REVISING RESOLUTION NO.2011.A9 REAPPOINTING ASSOCIATION EMPLOYEES FOR 2011-2012**

**WHEREAS,** the following Association employees are presently serving on appointment for the 2010-2011 academic year, and

**WHEREAS**, it is the recommendation of the Executive Deans and the Associate Vice President for Student Affairs that these individuals be reappointed for the 2011-2012 academic year, and

**WHEREAS,** the College Association Advisory Committee and the Children’s Learning Centers Advisory Committee have recommended that all full-time Association employees be granted a step increase for 2011-12 and

**WHEREAS,** the Associate Vice President for Student Affairs supports these recommendations, and the President concurs, be it therefore

**RESOLVED**, that the following individuals are hereby appointed for the 2011-2012 academic year, as indicated below.

 **STEP PLACEMENT**

**NAME** **TITLE** **(WORK YEAR)**

Campus Kids

Audrey Hopkins Director Step 20/49 weeks

Linda Szklarski Teacher/Asst. Director1 Step 18/42 weeks

Linda McGuire Teacher Step 18/42 weeks

Becca Ehrenfeld Teacher Step10/42 weeks

Suffolk Kids Cottage

Vickie Calderon Director Step 20/49 weeks

Dallice R. Jones Teacher /Asst.Director1 Step 10/45 weeks

Claudia Feliciano Teacher Step 11/45 weeks

Jeannie O’Connor Teacher Step 6/45 weeks

Kathy DiVenti Administrative Asst. Step 16/46 weeks

Wellness/ Recreation/Orientation

Denny Teason Wellness /Rec/Orientation Asst Step 4/52 week

Athletic

Joseph Kosina Intercollegiate/Intramurals Cood. Step4/52 week

Assoc. Business Office

MaryAnne Ellinger Dir. of Business Affairs Step 16/52 weeks

Dining Services

Barbara Kelly Day Manager Step 8/40 weeks

Mary Ann Warren Evening Manager Step 10/42 weeks

Amanda Miller Administrative Asst. Step8/44 weeks

Campus Activities

Josephine Fleming Event Coordinator Step 4/52 weeks

1 Assistant Directors receive a stipend

\* \* \* \* \* \* \* \* \* \*

Associate Vice President Marvin Bright presented the College Association Finance report as of August 15, 2011. AVP Bright directs the Trustees attention to the screen for a visual aid which shows the Association budget information. He references the listed accounts on the screen, the major campus funds (Ammerman, Grant and Eastern) the two child care centers (Ammerman Campus Kids and the Grant Suffolk Kids Cottage); as well as the Eastern Peconic Café and the Baker’s Workshops, student accident insurance, graduation and culinary catering/culinary arts.

AVP Bright stated we are doing very well and going into the 2011 – 2012 year with an overall surplus. Two accounts are in the red. The graduation account is in the red by approximately $5,000. This was due to a last minute opportunity to provide the Commencement with a state-of-the-art sound system although it was not budgeted in this year’s plan, moving forward it will be budgeted. It enhanced the Commencement Ceremony, where sound is very important. This deficit will be off-set by a fund balance surplus from the prior year. That surplus balance is currently around $40,000.

Trustee Pontieri posed a question about the possibility of taking the money to cover the Graduation deficit from another line item on the budget and wanted to know if that is possible. AVP Bright explained that is how year-end transfers are handled.

The second account with a deficit is the culinary catering/culinary arts, which is approximately $9,000. We started the year off with an approximate $13,000 surplus in that account. As was explained in the last meeting, there were unforeseen expenses for an employee due to maternity leave and repairs for a refrigeration compressor. There have been meetings on the Eastern Campus and a decision has been made that, going forward, the culinary catering/culinary arts will be conservative in the number of events that they will have. They will also continue to have their Season 20 dinners, which are fund raising events that allow them to build on the fund balance.

Trustee Hazlitt asked what the retail hours were, saying that friends have stopped by and the place is locked up. Executive Dean of the Eastern Campus, Dr. Evon Walters addressed Trustee Hazlitt’s question, stating that the hours are from 9:00 am to 3:00 pm.

Chairperson Irizzary asked if anyone had any further questions for AVP Bright. With no response, she thanked AVP Bright and adjourned the meeting.

\* \* \* \* \* \* \* \* \* \*

The meeting of the Board of Directors was adjourned at 10:14 am.

\* \* \* \* \* \* \* \* \* \*

Respectfully submitted,

 Bryan Lilly

 Secretary