

OFFICIAL BOARD OF TRUSTEES MEETING MINUTES
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF TRUSTEES OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 17TH DAY
OF JUNE 2021 AT 10:00 A.M., VIA ZOOM
VIDEOCONFERENCE

PRESENT:

LOUIS J. PETRIZZO, ESQ.,
Interim President
GORDON D. CANARY, Trustee
GEMMA DELEON-LOPRESTI, Trustee
KAITLYN GAMBINA, Student Trustee
KEVIN M. O'CONNOR, Trustee
BELINDA PAGDANGANAN, Trustee
* THERESA SANDERS, Trustee
PRISCILLA ZARATE, Trustee

E. CHRISTOPHER MURRAY, Chairperson
* JAMES MORGO, Trustee/Vice Chairperson
SHIRLEY E. COVERDALE, Trustee/Second
Vice Chairperson

* Not present at meeting



ORIGINAL

1 Board of Trustees, 06/17/2021

2 CHAIR MURRAY: I know that Jim is
3 not going to be joining us today and I
4 don't believe Theresa is either so I
5 think we have everybody although I'm
6 waiting for Kevin, but we'll get started
7 and he can join us.

8 Gordon, you want to start us off
9 with the pledge?

10 [AFTER RECITATION OF THE PLEDGE
11 OF ALLEGIANCE, THE MEETING OF THE BOARD
12 OF TRUSTEES OF THE SUFFOLK COUNTY
13 COMMUNITY COLLEGE WAS CALLED TO ORDER BY
14 THE CHAIRMAN, E. CHRISTOPHER MURRAY, AT
15 10:04 A.M.]

16 CHAIR MURRAY: At this point I
17 would like to request a motion to
18 adjourn the Board of Trustees meeting
19 and call the Board of Directors meeting
20 to order.

21 Gordon, would you like to make
22 that motion?

23 TRUSTEE CANARY: Trustee Canary
24 making the motion.

25 CHAIR MURRAY: Shirley, second

1 Board of Trustees, 06/17/2021

2 that?

3 TRUSTEE COVERDALE: Trustee
4 Coverdale, seconding.

5 CHAIR MURRAY: All those in favor
6 say aye.

7 COLLECTIVE RESPONSE: Aye.

8 [WHEREUPON THE MOTION MADE AND
9 SECONDED WAS VOTED ON AND CARRIED. THE
10 MEETING OF THE BOARD OF TRUSTEES OF THE
11 SUFFOLK COUNTY COMMUNITY COLLEGE WAS
12 ADJOURNED AT 10:04 A.M. AND REOPENED AT
13 10:08 A.M.]

14 CHAIR MURRAY: So we're now back
15 in the Board of Trustees meeting and the
16 first order of business is to approve
17 the minutes of the May 13, 2021, Board
18 of Trustees meeting. We need a motion.

19 Kevin, you want to make that
20 motion?

21 TRUSTEE O'CONNOR: Trustee
22 O'Connor making the motion.

23 CHAIR MURRAY: Kaitlyn, you want
24 to second that motion?

25 TRUSTEE GAMBINA: I second the

1 Board of Trustees, 06/17/2021

2 motion.

3 CHAIR MURRAY: All those in favor
4 please say aye.

5 COLLECTIVE RESPONSE: Aye.

6 CHAIR MURRAY: The minutes are
7 approved.

8 At this time I would like to
9 introduce the Vice President for
10 Business and Financial Affairs, Mark
11 Harris, to present the college budget
12 and college financial records.

13 VICE PRESIDENT HARRIS: Good
14 morning, Mr. Chair and members of the
15 Board of Trustees.

16 We presented the financials for
17 the month ending May which would
18 represent the transactions from
19 September through May 31st of this year
20 and the numbers that we included in the
21 financial statement are our best
22 projections based on what we're seeing
23 and based on some of the data that we
24 have. Keep in mind that we still have
25 three months for the fiscal year ending

1 Board of Trustees, 06/17/2021

2 August 31st.

3 Just a high-level summary of the
4 financials itself. When we look at the
5 income portion of the statement, our
6 tuition and fees is down approximately
7 \$5.2 million. As we indicated last
8 month, the State did ask us to readjust
9 the budget for this year which accounted
10 for about a \$2.6 million reduction.

11 However, because of its nature
12 and its lost revenue, we were able to
13 recoup that lost revenue as part of the
14 HEERF. Additionally and as we do the
15 determination of what those eligible
16 expenses and reimbursements are through
17 HEERF, we will be able to recoup
18 approximately \$9 million in net loss
19 revenue.

20 Based on that and given the fact
21 that our summary is doing much better
22 than what we budgeted of about \$1.2
23 million, our projected revenue for
24 Fiscal 21 will be above by about \$2.2
25 million.

1 Board of Trustees, 04/15/2021
2 the hotlines a day and fielding these
3 calls that come in and any time students
4 have problems with their WiFi or with
5 their equipment they can very easily
6 reach somebody here at the college who
7 can help them and walk them through any
8 problems they do have.

9 We did beef up that department so
10 we do have some extra people in there
11 now working on the help desk and so far
12 they have been showing results.

13 TRUSTEE CANARY: Great. Great.

14 CHAIR MURRAY: Any other
15 questions, comments?

16 VICE CHAIR COVERDALE: Yes.

17 CHAIR MURRAY: Shirley.

18 VICE CHAIR COVERDALE: For Lou,
19 just FYI if you didn't know that the
20 broadband signal, Internet access, is a
21 particular problem for residents on the
22 East End so I'm sure it impacts some of
23 our students.

24 You know, there's really a
25 problem in Riverhead, Wading River,

1 Board of Trustees, 06/17/2021

2 When we have our board meeting in
3 August, we will be in a much better
4 position to give you a little more
5 definitive once we have certain other
6 factors ironed out.

7 So please keep in mind that this
8 number that we presented in financials
9 will change based on obligations and
10 also we need to do a deeper dive into
11 what our doubtful accounts are and see
12 whether or not we need to make certain
13 accruals or reserves for those, but also
14 as we successfully differentiate
15 different operational costs through
16 HEERF and draw down funds our revenue --
17 from revenue loss calculation, our fund
18 balance may increase or may slightly
19 decrease.

20 So, again, when we meet next time
21 in August we'll be in a much better
22 position to tell you where we think that
23 number is going to be.

24 And before I get into the
25 resolutions, one other piece I would

1 Board of Trustees, 06/17/2021
2 like to provide an update is really the
3 cash flow now mainly from the County.
4 So when we spoke last board meeting we
5 indicated based on the cash flow
6 schedule they would be giving us about a
7 million dollars a week.

8 Based on their fund balance or
9 their projected fund balance, they have
10 improved that number, increased that
11 number from 1 million to 5 million
12 dollars a week which would mean that
13 they would pay us 1 month earlier.

14 So instead of making their last
15 payment the middle of August, we expect
16 to get the last payment or the balloon
17 payment from them around July 16th and
18 that puts us in a much better position
19 than where we were last year because
20 they have been paying earlier and they
21 have been paying much more.

22 Before I get into resolutions,
23 are there any questions based on just
24 the financial data that I just
25 presented?

1 Board of Trustees, 06/17/2021

2 CHAIR MURRAY: Mark, I do
3 appreciate the good position that the
4 college is in at this point. We kind of
5 weathered the storm very well through
6 your leadership and Lou's and everybody
7 else in the administration and right now
8 we're in a very healthy fiscal position.

9 We obviously are going to have
10 more expenses and we're going to have to
11 rely on a healthy position as we open up
12 more in the fall, but you guys have done
13 a tremendous job.

14 VICE PRESIDENT HARRIS: Thank
15 you.

16 CHAIR MURRAY: Any questions on
17 the financials?

18 (No response.)

19 VICE PRESIDENT HARRIS: Two
20 resolutions that we are presenting.
21 Resolution Item Number 1 for the monthly
22 service payments for Suffolk County for
23 employee health insurance in the amount
24 of 2,803,759.86.

25 If we strip out the Medicare that

1 Board of Trustees, 04/15/2021

2 there are some areas where people can't
3 even use their cell phones because there
4 is lack of towers and stuff out here.

5 PRESIDENT PETRIZZO: Thank you.
6 We will keep an eye out for issues from
7 students in those areas.

8 CHAIR MURRAY: Anyone else?

9 (No response.)

10 CHAIR MURRAY: We can move into
11 roundtable. Is there anything, any
12 general comments, roundtable comments?

13 VICE CHAIR MORGO: Chris?

14 CHAIR MURRAY: Yes, Jim.

15 VICE CHAIR MORGO: I have --
16 during this meeting two things occurred
17 to me, two related thoughts, and they
18 are important. I hope I can express
19 them coherently. They were really
20 during Priscilla's Advocacy Committee
21 and during Mark Harris's presentation of
22 the budget these thoughts came to mind.

23 To provide a little historical
24 perspective, I remember one of my first
25 meetings as a trustee discussing the

1 Board of Trustees, 06/17/2021

2 buying to continue with the remote
3 learning, the student success, and also
4 helping employees to support students
5 wherever they are. So that
6 reconciliation is also provided for your
7 review.

8 That's all I have, Mr. Chair.

9 CHAIR MURRAY: Thank you, Mark.
10 Before we go vote on the resolutions,
11 we're going to take the Personnel
12 Committee report out of order because
13 one of the resolutions to be voted on
14 Item 6, Resolution 2021.40, involves the
15 presidential evaluation process which
16 the Personnel Committee has been working
17 hard on.

18 I'm going to turn it over to
19 Gemma and if Gemma can give a little bit
20 of a background and report with regard
21 to this resolution.

22 TRUSTEE DELEON-LOPRESTI: Thank
23 you, Chair Murray. Can you hear me?

24 CHAIR MURRAY: Yes.

25 TRUSTEE DELEON-LOPRESTI: I'm

1 Board of Trustees, 06/17/2021

2 sorry. I'm having a little bit of
3 trouble this morning. I actually can't
4 see anyone. I can't switch to that
5 screen to make it large so I'm just
6 going to read a report but I cannot see
7 anyone so bear with me.

8 CHAIR MURRAY: We can see and
9 hear you.

10 TRUSTEE DELEON-LOPRESTI: Okay.
11 Great. Before I read the report I just
12 want to give a background on some of the
13 work that the committee did behind the
14 scenes.

15 So the committee consisted of
16 Chair Murray, Trustee Shirley Coverdale,
17 myself, and Trustee Kaitlyn Gambina. We
18 really took a holistic approach at
19 looking at the current performance
20 evaluation system and wanted to insure
21 that it met the needs of the trustees
22 and evaluating its only employee, which
23 is the college president, and it was
24 very timely because we have a new
25 president with us and so we also wanted

1 Board of Trustees, 06/17/2021
2 to make the process very clear to the
3 new president and to insure that he was
4 also part of the process and that he
5 understood it.

6 So we took a look at several
7 places for guidance. We looked at what
8 ACCT recommends in terms of policies and
9 procedures. We looked at other
10 community colleges which posted their
11 policies and procedures on their
12 website. We looked at SUNY guidelines
13 but we really kept the basic structure
14 of the current system that we have in
15 place and really just put in some tweaks
16 after really discussing amongst
17 ourselves and other trustees what we
18 thought would be beneficial to change
19 and to modify.

20 One of the things that we did
21 want to include that was not as stressed
22 as we would have liked was that there be
23 more objective measures of performance,
24 and I am going to ask either Angelica or
25 Ashley to explain a little bit more

1 Board of Trustees, 06/17/2021

2 about some of the other tools that we
3 can use to measure the college's
4 performance as it relates to the college
5 leaders' performance and what some of
6 those metrics are.

7 We also wanted to make sure that
8 we captured a true sort of 360 look at
9 how the president is viewed in terms of
10 the outside world and the internal world
11 of the college.

12 So as you may know, there is a
13 survey that's conducted once a year and
14 in that survey includes the opportunity
15 for members of the community, members of
16 the business industry, community
17 organizations, labor, and students
18 themselves to give input and that survey
19 is conducted by an outside agency.

20 So we wanted to make sure that
21 that survey, the folks that were being
22 surveyed, captured a wide range and that
23 those people were relevant. So that's
24 included in some of the changes and the
25 updates.

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2 So I'm going to ask that either
3 Ashley or Angelica give us a little bit
4 more of a feeling as to some of the
5 things we changed in terms of the
6 evaluation process and then I'll read
7 the minutes of the last meeting.

8 Does that work for you trustees
9 and Chair Murray?

10 CHAIR MURRAY: Yes.

11 TRUSTEE DELEON-LOPRESTI: Okay.
12 Great. While you're speaking, I am
13 going to try to come back to the screen
14 so I can see you.

15 ASHLEY POPE: You have copies of
16 the policy in your packet.

17 Some of the more objective
18 measures that we included into the
19 evaluation process incorporate data that
20 the college is already collecting
21 through ohigh (phonetic) and its various
22 offices including progress against goals
23 under the college's strategic plan and
24 key measures and performance indicators
25 and metrics of organizational

1 Board of Trustees, 06/17/2021
2 effectiveness. And that would be
3 progress and achieving institutional
4 goals, measurable institutional
5 objectives, et cetera.

6 And then, Trustee Lopresti, did
7 you mention the change in student --
8 stakeholder composition.

9 TRUSTEE DELEON-LOPRESTI: I
10 didn't go into it fully so please if you
11 would like to elaborate, that would be
12 great.

13 ASHLEY POPE: So under the
14 existing policy it didn't really reflect
15 the stakeholder feedback that was
16 solicited as part of the process. So
17 the committee looked at data that had
18 been collected and feedback and updated
19 the stakeholders to include robust
20 internal stakeholders including cabinet
21 and the existing stakeholders, external
22 stakeholders such as the County
23 Executive's Office, SUNY, and our
24 legislators. That was updated.

25 And then the student feedback was

1 Board of Trustees, 04/15/2021

2 PRESIDENT PETRIZZO: Sure we do.

3 CHAIR MURRAY: That's a good
4 idea.

5 Gordon, did you have something
6 you wanted to add?

7 TRUSTEE CANARY: Yes,
8 Mr. Chairman. I just wanted to ask Lou,
9 the donation of the Stryker chairs from
10 the North Babylon Fire Department, you
11 know, that is my home fire district.
12 I'm just intrigued, how did that come
13 about? Did they just out of the blue
14 select us or was there some type of an
15 association with some faculty or
16 administrators on that?

17 PRESIDENT PETRIZZO: I'm not
18 quite sure.

19 Alicia, you're shaking your head.

20 MS. O'CONNOR: So that came
21 through Joe Fraccalvieri. He's our
22 plans operations director on the Grant
23 Campus who is affiliated with that fire
24 department and it was presented by the
25 president of the fire department who

1 Board of Trustees, 04/15/2021
2 spoke to Joe and then that's how we got
3 that.

4 TRUSTEE CANARY: Okay. That was
5 a great contribution that the fire
6 district made. That's excellent.

7 PRESIDENT PETRIZZO: One for each
8 campus too. That's awesome.

9 TRUSTEE CANARY: Excellent.
10 Thank you.

11 CHAIR MURRAY: Anyone else?

12 (No response.)

13 CHAIR MURRAY: If not, at this
14 point I would like to request a motion
15 to enter into executive session to
16 discuss pending litigation.

17 Shirley, would you make that
18 motion?

19 VICE CHAIR COVERDALE: I so move.

20 CHAIR MURRAY: Gemma, will you
21 second the motion?

22 TRUSTEE DELEON-LOPRESTI: Second.

23 CHAIR MURRAY: All those in favor
24 please say aye.

25 COLLECTIVE RESPONSE: Aye.

1 Board of Trustees, 04/15/2021

2 CHAIR MURRAY: So we're going to
3 go into executive session. You have a
4 separate link for that.

5 I would like to thank everybody
6 who attended today's meeting and there
7 will be no more business after the
8 executive session.

9 So again, thank you and I'll see
10 the trustees in a few minutes.

11 Thank you.

12 [WHEREUPON THE MEETING OF THE
13 BOARD OF TRUSTEES WAS CLOSED AT 10:22
14 A.M. BY THE CHAIRMAN, E. CHRISTOPHER
15 MURRAY.]

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1 Board of Trustees, 06/17/2021

2 CHAIR MURRAY: Any other
3 questions?

4 (No response.)

5 CHAIR MURRAY: I would like to
6 thank Kaitlyn and Shirley who also were
7 members of the committee and put the
8 time and their input.

9 TRUSTEE DELEON-LOPRESTI: I would
10 echo that as well, Chair Murray. Thank
11 you to the entire committee and to
12 Ashley and Angelica for all their hard
13 work.

14 Would you still like me to read
15 the minutes of the Personnel Committee?

16 CHAIR MURRAY: Sure. Sure.

17 TRUSTEE DELEON-LOPRESTI: The
18 Committee meeting was held on Monday,
19 June 7, 2021, via videoconference. The
20 committee reviewed and finalized
21 recommended revisions to the Board of
22 Trustees presidential evaluation policy.
23 The committee requested the revised
24 policy be presented to the Board of
25 Trustees for its review and adoption at

1 Board of Trustees, 06/17/2021
2 the June 17, 2021, Board of Trustees
3 meeting.

4 The Committee's next meeting is
5 scheduled for Monday, May 21st at 8:30
6 a.m. via videoconference with an agenda
7 item of reviewing and discussing a
8 proposed scope of work for engagement of
9 a vendor to provide consulting services
10 related to implementation of the
11 presidential evaluation procedure. The
12 meeting was adjourned at 9:10 a.m.

13 CHAIR MURRAY: Thank you, Gemma.

14 If not any questions, at this
15 point I would ask for a motion to
16 approve college Resolutions 2021.35
17 through 2021.40. Do I have a motion?

18 TRUSTEE CANARY: Trustee Canary
19 making the motion.

20 CHAIR MURRAY: Shirley?

21 VICE CHAIR COVERDALE: Trustee
22 Coverdale seconding the motion.

23 CHAIR MURRAY: All those in favor
24 please say aye.

25 COLLECTIVE RESPONSE: Aye.

1 Board of Trustees, 06/17/2021

2 CHAIR MURRAY: Any opposed?

3 (No response.)

4 CHAIR MURRAY: The resolutions
5 have been adopted. Again, thank you
6 everybody for their hard work.

7 TRUSTEE DELEON-LOPRESTI: Chair
8 Murray, I'm going to log off and come
9 back in because I'm unable to mute and
10 unmute myself so I'm going to leave for
11 a few seconds.

12 CHAIR MURRAY: Okay.

13 We'll go to the committee reports
14 at this point.

15 Budget and Finance, I assume that
16 was covered by Mark?

17 TRUSTEE O'CONNOR: Yes, it was,
18 Chair Murray.

19 CHAIR MURRAY: Student Success,
20 Bell?

21 TRUSTEE PADANGANAN: Thank you,
22 Mr. Chair. The Student Success
23 Committee met on June 8th. Guest
24 speakers this month were Marlana Titus
25 and Dylan Miller, two of the three

1 Board of Trustees, 06/17/2021
2 student commencement speakers
3 representing the graduating class of
4 2021.

5 Marlena Titus, she attended the
6 Eastern Campus studying communications.
7 She started out as a peer mentor, then
8 became involved in the Honors Club, the
9 SAGA Club, the LGBTQ Task Force, and she
10 also became enrolled in events through
11 the Multicultural Affairs.

12 During her first semester she did
13 not want to get involved in anything,
14 but through encouragement from faculty
15 and other students she really came out
16 of her shell.

17 Her reason for choosing Suffolk
18 was because she felt she wasn't ready to
19 leave the Island yet. Suffolk had a
20 program she was interested in and
21 traveling into FIT was not something she
22 wanted to do. She also had taken some
23 classes in Suffolk through her high
24 school.

25 Marlena is transferring to

1 Board of Trustees, 06/17/2021

2 Hofstra in the fall and will major in
3 mass media with a minor in rhetorical
4 studies. She is concentrating on
5 cultural media and seeing how the
6 various types of media affect different
7 cultures.

8 She's suggested -- when asked
9 what her suggestions were, she suggested
10 that Suffolk should emphasize the
11 Writing Center, tutoring, and computers
12 lab as resources.

13 On Dylan Miller, he really did
14 not want to go to college. He planned
15 on becoming a police officer and
16 withdrew when his grades fell. Two
17 months later his brother passed away
18 from an overdose and Dylan emerged from
19 this tragedy with a different life view.

20 He started working out and
21 getting healthy because it was something
22 his brother always wanted him to do. He
23 then started working at Stony Brook
24 University as a patient transporter.

25 He decided to return to school

1 Board of Trustees, 06/17/2021
2 part-time at first retaking the classes
3 he had failed. By the time he
4 graduated, Dylan went from a 1.4 GPA to
5 a 3.8 GPA. He was involved in the Phi
6 Theta Kappa, Honor Society, The Talent
7 Club, and Peer Services.

8 Through his participation in
9 groups and clubs Dylan gained confidence
10 and became a positive influence for his
11 peers. He suggested that Suffolk should
12 continue to emphasize its clubs and
13 scholarship opportunities as both PTK
14 and Get There From Here scholarship
15 ended up being very important to his
16 success. Dylan is transferring to Stony
17 Brook University to become a pediatric
18 physician's assistant.

19 That's our report, Mr. Chair.

20 CHAIR MURRAY: Thank you so much.
21 It's always good to hear the success
22 stories or the stories of our students
23 and the difference we can make.

24 Anybody have any questions for
25 Bell?

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2 (No response.)

3 CHAIR MURRAY: Then we'll move on
4 to Governance.

5 TRUSTEE CANARY: Thank you,
6 Mr. Chairman. The Governance Committee
7 did meet on June 14th, 4:00. We met by
8 Zoom.

9 A discussion was had about
10 starting to rent out the Suffolk Federal
11 Credit Union arena as COVID restrictions
12 are beginning to be lifted and
13 significantly lifted.

14 Deputy General Counsel Alicia
15 O'Connor advised the committee that all
16 events start with the filling out of the
17 facilities use application which is
18 submitted to the Specials Event Office
19 which prepares a draft license agreement
20 together with a cost estimate for rental
21 and the staffing fees.

22 DGC O'Connor advised the
23 Committee that the contract with the Law
24 Offices of Thomas Volz who provides
25 legal services on an as-needed basis to

1 Board of Trustees, 06/17/2021

2 the college's Board of Trustees will
3 expire on September 9, 2021.

4 The Committee can elect to renew
5 the contract as the original contract
6 allowed for four one-year options to
7 renew. If they choose to renew it, it
8 would be the third or fourth option. It
9 would be the third of the four options.
10 The alternative would be to send out a
11 new RFP for services.

12 The Committee discussed the
13 choices and agreed that they would like
14 to renew the contract with Thomas Volz.
15 DGC O'Connor will reach out to Tom and
16 start the renewal project.

17 DGC O'Connor also advised the
18 Committee that a member of the Board of
19 Ethics Committee for the trustees is
20 currently a hold over. The Committee
21 discussed the options and have asked
22 Alicia to reach out to see if the member
23 is interested in renewing their term.

24 If they do not wish to renew,
25 they will consider other options to find

1 Board of Trustees, 06/17/2021
2 a new member, and I believe Alicia had
3 told me that in a conversation that
4 member is willing to stay on board so we
5 will be renewing with her.

6 There were no new business items
7 brought to the Committee's attention and
8 we adjourned the meeting at 4:35 p.m.

9 CHAIR MURRAY: Thank you, Gordon.

10 Any questions for Gordon on the
11 Governance Committee?

12 (No response.)

13 CHAIR MURRAY: If not, I don't
14 believe Facilities met.

15 Foundation?

16 TRUSTEE PADANGANAN: Thank you,
17 Mr. Chair. Thanks to the college's
18 Guild of Administrative Officers led by
19 President Sean Tvelia. College grants
20 successfully raised more than \$10,000
21 for the Jane Shearer Memorial
22 Scholarship. This scholarship provides
23 support to students in the Licensed
24 Practical Nursing program at the Eastern
25 Campus. During her lengthy career at

1 Board of Trustees, 06/17/2021
2 Suffolk, Jane served as Vice President
3 and the President of the Guild.

4 The Foundation's grateful for the
5 Guild's generous support and for the
6 long list of donors who provided
7 meaningful gifts as part of this
8 challenge.

9 Suffolk's most promising nursing
10 students will each receive a \$1,000
11 grant to use for tuition, books, testing
12 fees, or professional licensing expenses
13 thanks to a gift from United Way of Long
14 Island.

15 The Foundation and United Way
16 enjoy a wonderful scholarship in support
17 of students and our community including
18 generous support from the Foundation's
19 COVID-19 Student Emergency Fund.

20 The John and Kevin Foley Family
21 Student Hardship Fund is assisting
22 students facing financial crisis while
23 enrolled at the college. Funded through
24 generous gifts from the Foley family and
25 the college community, students needing

1 Board of Trustees, 06/17/2021
2 support or facing challenges such as
3 homelessness, food insecurity,
4 transportation woes, health care crisis
5 and more can apply to the fund for
6 support.

7 And lastly, mark your calendars
8 for Monday, August 30th as the
9 Foundation hosts its first in person
10 fundraising event in over a year. This
11 is the Annual Foundation Golf Classic
12 which will take place in Southward Ho
13 Golf Club in Brightwaters.

14 Our premiere sponsor, Suffolk
15 Federal Credit Union, is pleased to
16 announce that this year's honoree is a
17 distinguished member of the Foundation's
18 Board of Directors and he is also the
19 founder, president, and CEO of the US
20 Mortgage Corporation, that is Dr. Steven
21 Milner. Call the Foundation at 451-4458
22 to register or for more information.

23 That's our report, Mr. Chair.

24 CHAIR MURRAY: Thank you again.
25 Appreciate it.

1 Board of Trustees, 06/17/2021

2 Any questions?

3 (No response.)

4 CHAIR MURRAY: We'll move to the
5 Student Trustee. I guess this will be
6 Kaitlyn's last report.

7 TRUSTEE GAMBINA: I just have a
8 few things that happened this past
9 month. We had graduation so
10 congratulations to all the 2021
11 graduates. We had a change in the
12 executive board for government, and
13 that's my last report. I don't want to
14 get too emotional, but thank you.

15 CHAIR MURRAY: We're going to
16 talk about you in a few minutes to
17 embarrass you.

18 For Advocacy, Priscilla, were you
19 able to meet this month?

20 TRUSTEE ZARATE: Thank you, Chair
21 Murray. We were not able to meet this
22 month and we will not be meeting next
23 month. We will reconvene in August due
24 to scheduling conflicts, vacation
25 schedules, and end of year in the P-12

1 Board of Trustees, 06/17/2021

2 world.

3 CHAIR MURRAY: No problem. Thank
4 you very much.

5 Ad Hoc Committee? I'm not really
6 sure what that is. Oh, okay. We're
7 going to do that at the end. That's for
8 the nominating committee. We do have
9 that as after the President's Report.
10 We'll have the election and Gemma will I
11 guess give a report on that.

12 For the Chair's Report I'm going
13 to move over here. I have two
14 bittersweet presentations to make. As
15 we just mentioned, this is Kaitlyn's
16 last meeting. She's been with us -- is
17 it two years as the student
18 representative?

19 I know I speak for the entire
20 board that, one, she's been an absolute
21 pleasure to work with, and two, she's
22 been a very zealous and effective
23 advocate for the students on this board
24 and making sure that the board
25 understands and is respective of the

1 Board of Trustees, 06/17/2021
2 students in making our decisions.

3 We all think the world of her and
4 wish her all the best going forward.
5 She'll be going to my alma mater, Albany
6 University, and I'm sure she will have
7 great success.

8 We do have a little presentation
9 for her. You want to come up? It's a
10 little token. It says the Board of
11 Trustees of Suffolk County Community
12 College extends its appreciation to
13 Kaitlyn Gambina, Board of Trustee
14 member, July 1, 2019 through June 30,
15 2021. The college is grateful for your
16 expertise and leadership as a valued
17 member of the Board of Trustees. Thank
18 you for your support of Suffolk County
19 Community College.

20 I don't know if any of the other
21 board would like to make a comment.

22 TRUSTEE ZARATE: Yes, I would
23 like to make a comment. I want to thank
24 Kaitlyn for all her work, her passion,
25 supporting the students, and for her

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1 Board of Trustees, 06/17/2021
2 next couple of years as you move forward
3 with your higher ed and in your career,
4 and I know we'll see you again in some
5 form and stay in touch with all of us
6 and best wishes and good luck.

7 TRUSTEE CANARY: Kaitlyn, in a
8 word, outstanding, outstanding young
9 lady, and we know you have a great
10 future and really bright things are
11 coming down the pike for you. You
12 demonstrated to the board your
13 commitment, your intelligence, your
14 ability to work so well with your other
15 students.

16 I can't say enough as a father of
17 three daughters and three
18 granddaughters, I feel like I can judge
19 young women's abilities and
20 capabilities, and again I've seen in you
21 just a really, really outstanding amount
22 of really care and concern for this
23 institution and your fellow students.
24 So thank you, thank you, thank you for
25 all your great work and we're going to

1 Board of Trustees, 06/17/2021

2 miss you.

3 TRUSTEE GAMBINA: Thank you.

4 It's been a pleasure working with
5 everybody and I'll always be reachable
6 to anybody in the community.

7 VICE CHAIR COVERDALE: Kaitlyn, I
8 would like to echo the statements of the
9 other trustees, but let me say that you
10 stand out as a leader and we just want
11 to thank you for your leadership, your
12 commitment, your faithfulness during a
13 very challenging and unique period of
14 time.

15 There is not any word that could
16 really correctly articulate what you
17 have done in a time that has not been,
18 I'd have to say, experienced by any
19 other student trustee. We are entirely
20 grateful for your dedication and
21 stick-to-itiveness. We have no doubt
22 your leadership will prevail wherever
23 you go.

24 I expect the best of you. I know
25 you do expect the best of you too, and

1 Board of Trustees, 06/17/2021

2 I'm going to give you my card and
3 encourage you that you should contact me
4 at any time if you need a word of
5 encouragement, some advice, just to
6 chat, a shoulder to cry on, or whatever
7 it is. I'm there for you and I
8 appreciate you having been there for us.

9 TRUSTEE GAMBINA: Thank you.

10 CHAIR MURRAY: Thanks again.

11 The next thing I would like to
12 address, you know, I think it was about
13 two years ago we had a very difficult
14 situation and we had a vacancy, the
15 president of the college.

16 And we turned to Lou to fill that
17 vacancy which we thought for a few
18 months. We felt confident and
19 comfortable and in a lot of ways put at
20 ease with the situation because of Lou's
21 experience and judgment and steadiness.

22 And then we went through a search
23 and the first search didn't quite work
24 out. And then COVID hit and the
25 unusualness, the difficulty created by

1 Board of Trustees, 06/17/2021
2 the pandemic, the challenges to the
3 school, both for the students, for the
4 faculty, for the trustees, the financial
5 situation with the school, it was, you
6 know, it was just a perfect storm of
7 difficult and challenging times.

8 And, you know, without -- I hate
9 to say it, without Lou's presence we
10 would have had a really tough situation
11 but Lou was there. He stuck it out for
12 us. He provided leadership, a steady
13 hand, a calmness, never a panic or any
14 sense that we couldn't get through this,
15 and it was just a godsend. And I know
16 the Chancellor feels the same way. He's
17 spoken how highly he appreciates and
18 respects Lou and Lou's contribution.

19 And over the years we, the
20 school, has weathered the storm very
21 well thanks to his leadership. We're in
22 a good spot financially and otherwise.
23 We have some obviously challenges ahead
24 of us.

25 We have a new president that

1 Board of Trustees, 06/17/2021

2 we're all excited about, but he's being
3 left not a situation where the house is
4 burning down but a situation where the
5 house is very strong and he has some
6 opportunities to do some wonderful
7 things for the college, and so I cannot
8 express my thanks and appreciation to
9 Lou for his service not only as the
10 interim president but even prior to that
11 the years of service he has given to the
12 school.

13 I know I speak for the Board of
14 Trustees, we went out and got a little
15 token of our appreciation. Lou, why
16 don't you come up? We have a little
17 plaque for you and it says, Lou
18 Petrizzo, in recognition of your
19 dedicated service to Suffolk County
20 Community College Board of Trustees
21 2021. This is for you, and I also got
22 you a gift card, \$500, to go and have a
23 really nice dinner. Enjoy. It's not
24 quite as much as the last president got,
25 but the situation is different.

1 Board of Trustees, 06/17/2021

2 Again, I would just like to give
3 you a wholehearted thanks and
4 appreciation. I'm sure some of the
5 other trustees want to say something and
6 then you can give a little.

7 (Round of applause.)

8 PRESIDENT PETRIZZO: Sure. I'm
9 usually on the other end of these
10 presentations.

11 CHAIR MURRAY: I would open it up
12 to other trustees if they want to say
13 something. Why don't we do the video
14 people? Would anybody like to make any
15 comments?

16 TRUSTEE CANARY: Thank you,
17 Mr. Chairman. As I look around the
18 room, I think I can say with a great
19 deal of certainty that I have probably
20 known Louis J. Petrizzo, Esq. the most
21 of anybody in this room.

22 Our time together goes back to
23 1979 when Lou was first appointed to
24 fill the seat of Lou Howard in the
25 Suffolk County Legislature in 1979. I

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Board of Directors, 04/15/2021
MURRAY.]

oOo

Gabriel Carlet



1 Board of Trustees, 06/17/2021
2 actually helped my wife and I go to our
3 first closing to buy our first little
4 house, if you remember that little deal.
5 So we've had a lot of history, and then
6 of course him coming over to Suffolk
7 County Community College.

8 There aren't enough adjectives to
9 say the thanks and appreciation for the
10 work as chief counsel and then
11 especially for the work of stepping up
12 to the plate as acting president in a
13 very difficult and tumultuous time to
14 say the least. I've always known Lou to
15 be temperate, intelligent, hard working,
16 always willing to lend a hand to all.

17 And again as a trustee -- and
18 then let me say this. I even forgive
19 him for being so disingenuous to me when
20 he talked me into becoming a member of
21 the Board of Trustees, telling me it was
22 only a couple of meetings a year. It
23 was no big deal and it wasn't a big time
24 commitment. So I forgive you.

25 PRESIDENT PETRIZZO: And you get

1 Board of Trustees, 06/17/2021

2 food.

3 TRUSTEE CANARY: Oh, yes.

4 Mileage reimbursement and we were going
5 to get fed. So I forgive you for all of
6 that.

7 His lovely wife Claudia and the
8 family will have him hanging around
9 more. I don't know if that's a good
10 thing or bad thing, but we might have to
11 talk about that later, but Lou, again,
12 thank you. Thank you for leading, for
13 steering this ship through the field of
14 the icebergs.

15 Your work over the last couple of
16 years has just been incredible. Thank
17 you for stepping up. We will miss you
18 and you have left this ship in really
19 good shape for the new captain who is
20 going to be coming on board and he's got
21 a world of thanks also to give to you.
22 Thank you.

23 (Round of applause.)

24 TRUSTEE GAMBINA: I just want to
25 say thank you, Lou, and while I haven't

1 Board of Trustees, 06/17/2021

2 known you as long as Trustee Canary, we
3 do appreciate all your work in the last
4 couple of years I've known you.

5 VICE CHAIR COVERDALE: Lou, I
6 don't think anyone can stand here and
7 say the things that Gordon said so I'm
8 not going to trespass on his memories,
9 but I want to thank you because when I
10 was appointed a trustee you were my
11 guide.

12 As somebody said, someone's got
13 to show you where the cow jibs are and
14 you did that for me and unraveled all of
15 the policies and so forth and, you know,
16 also led me to believe that it was going
17 to be easy sailing and it just seemed
18 like the times were what they were and
19 my baptism was certainly by fire I must
20 say.

21 And I have to thank you for your
22 tenacity and I think the steering of the
23 ship is an appropriate analogy because I
24 think that we would really have to be
25 honest in saying your steady hand at the

1 Board of Trustees, 06/17/2021

2 helm has brought us through an
3 incredible tumult and not just COVID.

4 And the fact that the ship is
5 righted and safe and in good shape is a
6 credit to your capability and your
7 conviction and commitment to this school
8 and its students and it is deeply
9 appreciated and especially your support
10 for community efforts and I appreciate
11 that personally.

12 So thank you so much. God bless
13 you. I wish you Godspeed in everything
14 that you do and hope that you will be
15 available for that wise counsel from
16 time to time.

17 PRESIDENT PETRIZZO: Any time you
18 need an interim president.

19 TRUSTEE O'CONNOR: Trustee
20 Murray, can I speak?

21 PRESIDENT PETRIZZO: I'm usually
22 on the other end of these presentations
23 so you have to give me a minute to catch
24 up.

25 First of all, I want to thank the

1 Board of Trustees, 06/17/2021
2 Board of Trustees, Chair Murray for
3 having the confidence to give me the
4 keys to the family car. You probably
5 had some trepidation about that at the
6 time but I truly do believe it was a
7 great privilege to be able to serve as
8 this institution's interim president.

9 I know I said many times that the
10 great work that is being accomplished at
11 this college is really being done in the
12 trenches by the faculty, both inside and
13 outside the classroom, by administrators
14 who direct the work, and by our great
15 AME staff, the folks who answer the
16 phones and greet the families when they
17 come up on open house days, the fellows
18 who are out there mowing the lawn and
19 planting the flowers and keeping the
20 building safe and clean.

21 And all of that is possible
22 because of the cooperation of the
23 faculty, association, and Donte and the
24 Guild with Sean and AME and Dan. So all
25 praise to them. They really are the

1 Board of Trustees, 06/17/2021

2 ones that are doing the work to take
3 this ship and put it on the right course
4 to use your phrase.

5 It's been an interesting two and
6 a half years. I have to say it's really
7 been an interesting two and a half
8 years. I would have preferred other
9 circumstances, but I think everybody
10 would have preferred other circumstances
11 but we had to play the hand that we were
12 dealt.

13 Over the past two and a half
14 years we replaced chaos with calm. We
15 put the institution on firm financial
16 footing. We've reformed the hiring and
17 overtime process so that you will never
18 go back to those bad old days again, and
19 we restored a collegial working
20 relationship not only among us, because
21 at times we weren't getting along so
22 great, but also with all of our elected
23 officials. And we did it all while
24 keeping the campuses, the employees, the
25 students as safe as was humanly possible

1 Board of Trustees, 06/17/2021
2 in the middle of a global pandemic.

3 So I don't know how you choose to
4 measure success. For me personally when
5 I have to evaluate it, an employee or
6 administrator, I kind of look at the
7 area that they work in and I say is it
8 better now than when they got here.
9 It's kind of simple but it really is
10 very telling with respect to
11 performance.

12 And by any measure, any measure,
13 this team of professionals that you have
14 here, all of them from the vice
15 presidents right on down to the folks
16 that are mowing the lawns and cleaning
17 out the bathrooms, all of them have
18 performed flawlessly and have a great
19 deal to be proud of.

20 I'm happy and proud of our vice
21 presidents and I include Angelica Rivera
22 in there. She's not a vice president
23 but she should be. That was one of the
24 things that I didn't get around to doing
25 but I should have. And we've got a very

1 Board of Trustees, 06/17/2021
2 diverse and skilled group. Our Vice
3 Presidents are much more diverse than
4 they were when I got here.

5 There is something that I've been
6 kind of quietly proud of. We haven't
7 made a big deal of it. I haven't. We
8 haven't issued any press releases or
9 anything of that sort, but we have
10 strong women leaders on each of our
11 three campuses and I don't know if we
12 ever had that in our history --

13 (Round of applause.)

14 PRESIDENT PETRIZZO: -- and I
15 just want to say that they are the
16 leaders of those campuses not because
17 they are women but because they are
18 skilled, they are knowledgeable, and
19 they are effective. And I want to thank
20 Donna and Mary and Irene, who can't be
21 with us today, for all of the great work
22 that they have been doing. Thank you
23 all.

24 So I'm not going to go on beyond
25 that because I know I will leave

1 Board of Trustees, 06/17/2021

2 somebody out and I know that that can
3 cause hard feelings and I don't want to
4 do that at this point. Things have been
5 going pretty good here.

6 Let me just say this, that as I
7 leave the interim presidency I can say
8 that the state of the college is strong.
9 It's very strong. It's healthy. It's
10 stable and it's financially secure and
11 best of all it's ready for our new
12 president to take us into the future and
13 we'll all be along on the ride. So
14 thank you all.

15 (Round of applause.)

16 CHAIR MURRAY: So he's not quite
17 done yet. The next item on the agenda
18 is the President's Report.

19 PRESIDENT PETRIZZO: Hi. A
20 couple of things, a couple of quick
21 issues. Ben, maybe you can make your
22 way up here and while you do I'll talk
23 about some other issues, but I'm going
24 to ask Ben to give you a report of what
25 happened at the Suffolk County

1 Board of Trustees, 06/17/2021
2 Legislature yesterday with respect to
3 the college operating budget.

4 We reached an agreement with New
5 York State to vacate the pod on the
6 Brentwood Campus. The State has agreed
7 to be out of there by July 14th and
8 we've signed off on that amendment
9 yesterday, and once they vacate we will
10 be doing some refurbishment to the field
11 house due to all of the traffic that's
12 been in and out of there.

13 We've also begun talking to and I
14 think we have a tentative agreement with
15 the County to vacate the pod at Selden
16 so we can get control of the Lindsay
17 Building back. That building will also
18 need some minor refurbishment. The
19 County is working on a demobilization to
20 move out of there. They really haven't
21 been using the pod very much in the past
22 couple of weeks, I believe only for
23 about four hours.

24 The governor made a large
25 announcement on Tuesday. We're trying

1 Board of Trustees, 06/17/2021
2 to shift through that with the
3 Chancellor. Apparently there are still
4 some issues with respect to what the
5 governor said that apply to most of the
6 private businesses in the State of New
7 York, doesn't necessarily perhaps apply
8 to some of the school districts and
9 higher education and that is because of
10 the CDC requirements which kind of
11 supersede what the governor is doing.

12 So we're working our way through
13 that and we're waiting for some
14 additional guidance to come from the
15 Chancellor and from SUNY and we do
16 expect to see that, if not this week,
17 certainly by the beginning of next week.

18 We're very happy to announce that
19 we may reach an arrangement with the
20 Suffolk County Department of Social
21 Services. I want to thank Carol
22 Wickliffe-Campbell for her work on that.

23 DSS will be having a
24 representative on each campus one day a
25 week beginning with the fall semester to

1 Board of Trustees, 06/17/2021

2 make the services of the DSS available
3 to our students. Many of our students
4 do qualify for assistance in various
5 programs but they are not aware of it.
6 They don't know how to apply and this is
7 going to be putting a representative
8 right on the campus, each campus, one
9 day a week and hopefully this will be a
10 great benefit to at least some of our
11 students.

12 We also through Mark Harris and
13 Ashley Pope are working to try to use
14 some of the HEERF funds, paren CARES Act
15 Funds, to try and wipe out some of the
16 student debt for the students who were
17 with us from the spring of '20 through
18 the spring of '21.

19 The new guidance that has come
20 out from the Department of Education
21 seems to give us an avenue to approach
22 some of the student debt that was
23 incurred during that time for students
24 who were struggling either financially
25 or otherwise.

1 Board of Trustees, 06/17/2021

2 So we're very interested in
3 pursuing that and seeing if we can help
4 our students and perhaps even make it a
5 little easier for them to stay with us
6 through the next fall semester.

7 We have made our reapplication to
8 the American Bar Association to maintain
9 our accreditation of the paralegal
10 program. Accreditations there run for
11 three years. It's a very detailed and
12 involved process and I would like to
13 thank everybody who worked on that
14 report. It was a lengthy report and
15 it's not exciting reading, but it needed
16 to be done and it was well-done and
17 we're very hopeful that program will be
18 reaccredited for another three years.

19 Since our last meeting there have
20 been two meetings on offshore wind and
21 that process is advancing. We are close
22 to engaging a company to provide a train
23 the trainer type of service where they
24 will be training staff so that we can
25 have a Global Wind Organization

1 Board of Trustees, 06/17/2021
2 certification which is the basic health
3 and safety certification that everybody
4 working on global wind needs to have
5 before they can go out on a boat and do
6 any work on any of the facilities. So
7 we'll be doing hopefully that very basic
8 type training early in '22.

9 Thanks to Trustee Pagdanganan we
10 had a meeting with National Grid this
11 week. National Grid is doing some work
12 in the bed of Wicks Road. We had a
13 little bit of concern about that because
14 of our access points, one of our major
15 access points to the Grant Campus is on
16 Wicks Road, but thanks to the
17 information provided by Trustee
18 Pagdanganan we can see that that work
19 will proceed without too much
20 interference with the college so thank
21 you, Trustee.

22 We were informed yesterday that
23 the college has been designated once
24 again by the Military Times as a best
25 for vets college. So thank you to

1 Board of Trustees, 06/17/2021

2 Shannon O'Neill and her team at Vet
3 Services. This is a certification that
4 many vets look at before they decide to
5 select where they want to continue or
6 resume their education. It's a
7 designation that is given to
8 institutions for exemplary service to
9 military connected students and that
10 certainly fits the bill here at Suffolk
11 in terms of what we do.

12 And finally I want to
13 congratulate Trustee Zarate. Where are
14 you, Trustee Zarate? Congratulations on
15 your new appointment to the Port
16 Washington School District as director
17 of English as a new language. We wish
18 you the best in your new endeavors up
19 there. Congratulations.

20 TRUSTEE ZARATE: Thank you.

21 PRESIDENT PETRIZZO: That,
22 Mr. Chair, is our report.

23 CHAIR MURRAY: Thank you. Did
24 you want Ben to -- Lou, do you want Ben
25 to --

1 Board of Trustees, 06/17/2021

2 PRESIDENT PETRIZZO: Ben, I'm
3 sorry. Ben is going to bring you
4 up-to-date on what happened at the
5 legislature.

6 CHAIR MURRAY: Thank you.

7 MR. ZWIRN: Good morning members,
8 trustees, Chairman Murray, Ben Zwirn,
9 Director of Government Affairs for the
10 college.

11 Yesterday Vice President Mark
12 Harris and myself attended the Working
13 Group of the Education Committee that
14 was examining the operating budget of
15 the college. As you remember, we had
16 asked for the 3 percent increase in the
17 County's contribution. The County
18 Executive recommended only half of that,
19 1.5 percent.

20 In my conversations with the
21 County Executive, I told him that we're
22 not making an end run but we were going
23 to address the legislature to see if we
24 can get their support for it, and he
25 said I understand and indicated also

1 Board of Trustees, 06/17/2021
2 that he would not fight the legislature
3 if they felt that they can give us the
4 extra money.

5 The day before the Budget and
6 Finance Committee met and they did a
7 review of the finances of the County,
8 and the County will end this current
9 year with a budget surplus, a fund
10 balance surplus of \$356 million and
11 projected next year for over \$560
12 million.

13 So we got zero last year in
14 increase in the contribution because the
15 pandemic hit. We didn't fight it. The
16 college sucked it up. We took pay cuts,
17 lag pay, deferred longevity payments.
18 We did everything we could to make
19 everything right.

20 And, again, we have to thank
21 Interim President Petrizzo who I
22 personally -- the day he's gone is going
23 to be awful for me. I enjoy -- he has
24 an open-door policy for everybody on the
25 staff and you can walk in and talk to

1 Board of Trustees, 06/17/2021

2 him about anything and he gives great
3 advice. Even though I'm almost 70 years
4 old, he's still a good mentor to have.

5 Something very unusual happened
6 at the Working Group meeting. After we
7 sat there for about 2 hours answering
8 questions, they decided to take a vote
9 of the 9 members on the Working Group
10 Committee to amend the college budget
11 resolution to increase it to a 3 percent
12 contribution from the County.

13 Now it has to go before the
14 general meeting of the legislature on
15 Tuesday sometime after 6:30 but I've
16 been with the County or with the college
17 the last 20 years and I've never seen
18 that.

19 The Working Group said they would
20 not meet a 2nd time, which they were
21 about to schedule, and all 9 members of
22 the group signed on as cosponsors of
23 that resolution, which means that of the
24 9 remaining members of the legislature,
25 we need 1 more vote to make that happen.

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2 And I'm very cautiously optimistic that
3 that will be the case.

4 They recognized a lot of the
5 things that Lou mentioned today, how
6 much the college really contributes to
7 our community especially during the
8 pandemic where our campuses were open,
9 where hundreds of thousands of vaccines
10 were given.

11 When the police department needed
12 a place for promotions to be done during
13 a pandemic, the college stepped in and
14 did it.

15 Our IT department worked with the
16 State, with the County to make sure the
17 computers would work while everybody was
18 getting their vaccines. Our student
19 nurses volunteered.

20 This college, it's an investment
21 that I think the legislators recognize
22 and that investment paid big dividends
23 during this last natural disaster.

24 Again, never in my lifetime even
25 when I worked for the County did I ever

1 Board of Trustees, 06/17/2021

2 see the kind of support for the college
3 that we saw yesterday. So stay tuned.
4 Tuesday we'll have the vote. They have
5 a second public hearing. Generally it's
6 pro forma. Very rarely does anybody
7 from the public participate, but then
8 they usually wait an hour. So sometime
9 after 6:30, 7:30, 8:00 at night on
10 Tuesday hopefully we'll have those
11 numbers in the bank.

12 PRESIDENT PETRIZZO: Thank you
13 very much, Ben, and thank you, Ben, for
14 the great work you do at the legislature
15 and putting out the fires. Every time
16 we get a call from the County legislator
17 or state assemblyman who is not happy
18 with us, I call Ben and say Ben, come
19 here. We got to talk. Take care of
20 this.

21 We thought since there is no July
22 meeting that we would give you a
23 presentation on summer session and what
24 has been and will continue to be in the
25 works with respect to the drive for

1 Board of Trustees, 06/17/2021
2 enrollment for the fall.

3 So I'm going to ask Vice
4 President Paul Beaudin and Vice
5 President Mary Lou Araneo to make that
6 presentation to you and at the end of
7 that that will conclude our report.

8 DR. BEAUDIN: Thank you,
9 Mr. Petrizzo, Chair Murray, members of
10 the Board of Trustees. I want to thank
11 you for the opportunity to talk a little
12 bit about enrollment for the summer and
13 upcoming fall this morning.

14 As of this morning the summer
15 semester, which is being almost
16 completely offered online, is our
17 strongest summer session in the past 9
18 years with over 5,000 unduplicated
19 students generating about 1,700 FTEs,
20 and again, we have 19 days left before
21 the summer session 2 begins. So we
22 anticipate that we will surpass and have
23 the highest number of FTEs and students
24 enrolled in 10 years in a summer
25 session.

1 Board of Trustees, 06/17/2021

2 I attribute this to the
3 adjustment of the class schedule, the
4 outstanding advertising created by
5 Institutional Advancement, the work of
6 our early college counselors, and the
7 number of visiting students taking
8 courses with us over the summer.

9 Also as of today our fall head
10 count is 10,200 students generating
11 about 7,400 FTEs. Year to date, some 77
12 days before fall '21 begins, we are
13 trending at 85 percent on head count and
14 82 percent on FTE year to date.

15 50 percent of our classes for the
16 fall are scheduled for on campus and 50
17 percent for online. At the beginning of
18 the registration period we were seeing
19 our continuing students opting for
20 online classes at a 2 to 1 ratio.

21 Within the past few weeks though,
22 we are seeing a shift with new students
23 opting for both online and on-campus
24 classes fairly equally, and this of
25 course has driven the amount of

1 Board of Trustees, 06/17/2021
2 on-campus seats to about 13,000 as of
3 today.

4 In order to accommodate this
5 shift, we opened an additional 5,000
6 on-campus seats 10 days ago. I know
7 that you probably want to know how we
8 are planning to diminish the gap between
9 last fall and this fall's numbers. The
10 answer is incredibly hard work being
11 performed by campus and Central Student
12 Affairs leaders, counselors, and
13 personnel.

14 I would like to take a minute to
15 give you some examples of that work.
16 The campuses are providing advising
17 appointments both online and
18 face-to-face to meet student need. They
19 have extended the hours to include an
20 opportunity to new students to receive
21 an appointment from 5:00 to 7:00 in the
22 evening. Student mentors have been
23 recruited and trained to help new
24 students to build schedules once they
25 have been advised.

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2 32 faculty volunteers are calling
3 over 3,000 continuing students who have
4 not yet reregistered. Outreach is being
5 made regularly to not only the students
6 from spring '21 but to those who were
7 with us in spring '20 and fall '20 who
8 did not return and we are welcoming them
9 back to campus. Academic chairs are
10 reaching out to students in their own
11 department who have yet to reregister.

12 I'm happy to say that we are
13 being very strategic in our outreach and
14 the numbers continue to improve a little
15 bit each day.

16 I would be happy to answer any
17 questions that you may have at this time
18 before I turn the mic over to Mary Lou
19 Araneo whose team has done such an
20 incredible job in crafting our welcoming
21 back campaign.

22 CHAIR MURRAY: I have one
23 question. Is there any way or efforts
24 to translate what has been a very strong
25 summer session and students to the fall?

1 Board of Trustees, 06/17/2021

2 Any way to recruit the summer students
3 that aren't going to fall?

4 DR. BEAUDIN: Absolutely. One
5 thing you do need to keep in mind is
6 that many of our summer students are
7 visiting students from other colleges.
8 Many of our summer students are also in
9 the early college program and they are
10 high school juniors and seniors taking
11 courses here.

12 I think it's important to keep in
13 mind too that both our Beacon and our
14 high school early college programs do
15 generate future students for the
16 institution at about 28, 29, percent.

17 We will certainly send something
18 out to our summer students encouraging
19 them and letting them know that we would
20 welcome them back. By and large though
21 about two-thirds of our summer students
22 are students who are continuing with us.

23 So they are expanding their
24 opportunities to take courses, many of
25 them part-time students, to take courses

1 Board of Trustees, 06/17/2021
2 through the summer to help them to meet
3 their career goals but thank you for
4 that.

5 TRUSTEE CANARY: Dr. Beaudin, can
6 you talk a little bit about the changes
7 and improvements that are happening in
8 some of the classrooms in order to
9 enhance the online experience of the
10 students?

11 DR. BEAUDIN: Yes. Thank you
12 very much, Trustee Canary, and Vice
13 President Azzam-Gomez has been so
14 instrumental along with Steve Clark who
15 is here today with us.

16 We have a number of classrooms
17 which will be set up as high flex
18 classrooms which will allow us to have
19 students in the room and to have
20 students remotely.

21 Whether or not those become
22 functional for the fall, we know that
23 they will be functional in the spring in
24 greater number. So we're certainly very
25 grateful to Vice President Azzam-Gomez

1 Board of Trustees, 06/17/2021
2 and to Steve Clark for their vision in
3 helping us achieve that and those
4 classrooms will be set up on all three
5 campuses. Thank you.

6 CHAIR MURRAY: Any other
7 questions? Anybody on Zoom any
8 questions?

9 (No response.)

10 CHAIR MURRAY: Thank you.

11 DR. BEAUDIN: Thank you, Chair
12 Murray.

13 VICE PRESIDENT ARANEO: Thank
14 you, Dr. Beaudin and Interim President
15 Petrizzo, Chair Murray and members of
16 the board.

17 Within Institutional Advancement
18 we develop communications and marketing
19 materials that support the college's
20 enrollment management efforts.

21 Our creative efforts are led by
22 Associate Dean Drew Fawcett who works
23 closely with Academic and Student
24 Affairs staff as well as Enrollment
25 Management and Admission staff to create

1 Board of Trustees, 06/17/2021

2 and implement our messaging across a
3 variety of platforms in order to reach
4 our vary targeted audiences.

5 Our goal is to generate and drive
6 inquiry from potential and returning
7 students and parents of students and we
8 have been successful in generating those
9 responses.

10 We begin to market summer and
11 fall starting early in the spring. This
12 year our summer messaging emphasized our
13 new 6 week and 8 week summer options
14 that appeal to students who want to
15 quickly secure college credits that
16 advance them towards degree completion
17 including high school students who would
18 like a quick start as they begin their
19 higher education experience.

20 For the fall our theme is
21 centered on welcome back message that
22 emphasizes the fact that the college has
23 more on-campus classes available. Using
24 a consistent visual approach our fall
25 marketing is meant to appeal to a

1 Board of Trustees, 06/17/2021
2 growing desire to return to normal
3 including a return to on-campus
4 experiences.

5 In March we produced a modified
6 college focus publication that helped us
7 share more detailed information with
8 Suffolk County households including news
9 on five new or enhanced programs
10 available to be enrolled in the fall.

11 Promotion of prior learning for
12 returning adult students, scholarship
13 information, summer semester options,
14 and news regarding the trustees vote to
15 freeze tuition for the second year in a
16 row.

17 This magazine was also mailed to
18 all regional high schools, libraries,
19 and BOCES facilities in Suffolk County.
20 It's available on our website as an
21 online magazine and I've left a copy for
22 you.

23 I would like to point out the
24 cover of the publication is our primary
25 fall marketing visual that we have

1 Board of Trustees, 06/17/2021
2 replicated for use in other visual
3 platforms.

4 Externally our messaging
5 platforms include digital, radio, TV,
6 and print. Digitally we're running 24-7
7 through August. This includes ads on
8 Facebook and Instagram as well as ads
9 displayed on consumer websites that
10 align with content that our target
11 audiences are seeking.

12 In print we're currently running
13 full-page ads in Newsday including today
14 which I have left a copy of for you.
15 I've marked it there with a blue
16 sticker. The next ad is scheduled for
17 this Sunday, June 20th. We're also
18 running front page Newsday notes with
19 the next one appearing in July.

20 Our radio campaign places spots
21 across the Island's stations that target
22 our diverse core audience. These spots
23 are scheduled to run through August.

24 On cable television we're
25 currently running across Altice and FIOS

1 Board of Trustees, 06/17/2021

2 networks as well as News 12 through
3 August. This includes video billboards
4 sponsoring News 12 and the News 12
5 traffic and weather.

6 We are currently promoting fall
7 enrollment, summer session, and instant
8 decision on our college website home
9 page, and we are periodically issuing
10 e-blasts to parents of high schoolers.
11 The last one went out on June 15th and
12 the following one will go on July 6th.

13 When a person clicks through one
14 of our digital ads or e-blasts, they are
15 most often brought to our enrollment
16 landing page. This page has been
17 designed to provide information about
18 the college and also allows the
19 potential student or parent to fill out
20 a short form that enables the college to
21 engage with them.

22 In other cases clicking through
23 brings a person to a specific page or
24 college web micro site that is most
25 relevant to what we are promoting like

1 Board of Trustees, 06/17/2021

2 open house or late start.

3 All of these clicks represent a
4 response to our marketing. As an
5 example of our department's work to
6 generate inquiry, we have tracked our
7 digital engagement from January to May.
8 In total we have had more than 17,000
9 people click through our ads seeking to
10 learn more up to and including
11 completing an application.

12 The outreach that Dr. Beaudin
13 mentioned is also supported by
14 Institutional Advancement. We work with
15 our colleagues to create the postcard
16 and messaging that is being utilized as
17 part of this outreach campaign to
18 students who have applied but not
19 enrolled, who withdrew or who were
20 previously enrolled but have not
21 reregistered or graduated.

22 Internally we work to create a
23 robust web presence and dynamic home
24 page outreach and generate a series of
25 postcards, text messages, and weekly

1 Board of Trustees, 06/17/2021
2 e-blasts to reach these cohorts of
3 students and their parents.

4 At this point we are starting to
5 conclude summer marketing. The fall
6 welcome back approach will continue
7 through mid July when we will shift to
8 promotion of our in-person arena
9 registration and enrollment days which
10 will take us through August.

11 Thank you. That concludes my
12 report.

13 CHAIR MURRAY: Thank you.

14 Does anybody have any questions?

15 TRUSTEE CANARY: Just a comment.
16 Again, as this college often does, I am
17 sure we are setting the bar for other
18 SUNY institutions on this incredible
19 effort. Thank you, guys. Thank you to
20 the team.

21 And this is what it takes today.
22 This type of incredible effort to try to
23 round up the students. It's kind of
24 nutz, but hey, you have to do what you
25 have to do and we're doing it and thank

1 Board of Trustees, 06/17/2021

2 you again.

3 VICE PRESIDENT ARANEO: Thank you
4 so much and I will share that with the
5 team. They will be very appreciative
6 I'm sure.

7 CHAIR MURRAY: Thank you.

8 VICE PRESIDENT ARANEO: Thank
9 you.

10 CHAIR MURRAY: Thank you, Lou.

11 So the last thing on our agenda
12 for roundtable is election of the board
13 officers. Gemma graciously agreed to
14 chair the nominating committee again and
15 I believe she's going to give a report
16 or show a report.

17 TRUSTEE DELEON-LOPRESTI: Yes.
18 Give me a few seconds because I'm trying
19 to figure out my screen again. Just a
20 few seconds.

21 So Chair Murray and Board of
22 Trustees, I have a report for you today.
23 I have interviewed all of the trustees
24 to see if there was interest in serving
25 as an officer of the Board of Trustees

1 Board of Trustees, 06/17/2021

2 for the next term of one year.

3 No other trustees expressed an
4 interest in serving other than the
5 current officers and so that would be --
6 and I'm sorry, I don't have the document
7 in front of me, I can't see anything so
8 I'm sort of winging it.

9 So the Chair would be Chris
10 Murray, Vice Chair Trustee Shirley
11 Coverdale, Vice Chair Trustee James
12 Morgo, and Secretary Gordon Canary.

13 So after the survey I think
14 everyone is unanimous in supporting the
15 current officers. We all wholeheartedly
16 endorse you for another term of office
17 beginning September 1, 2021.

18 CHAIR MURRAY: Would you like to
19 make a motion for the approval of the
20 slate?

21 TRUSTEE DELEON-LOPRESTI: Yes. I
22 motion -- I make a motion for the slate
23 of officers which I just mentioned to
24 serve as officers for the next term
25 beginning September 1, 2021.

1 Board of Trustees, 06/17/2021

2 CHAIR MURRAY: One of the
3 non-officers want to second that motion?

4 TRUSTEE O'CONNOR: I'll second
5 the motion.

6 CHAIR MURRAY: Thank you, Kevin.
7 All those in favor say aye.

8 COLLECTIVE RESPONSE: Aye.

9 CHAIR MURRAY: Any opposed?
10 (No response.)

11 CHAIR MURRAY: It's a pleasure to
12 work with the other officers and the
13 board and I think we've got a great
14 board and I think it's reflected in the
15 strength and the health of the college.

16 TRUSTEE CANARY: Thank you for
17 the vote of confidence. Let the record
18 reflect I did offer to step aside if
19 anybody else wanted to be secretary.
20 And, when you talk about salary
21 increases, for the board members too?

22 CHAIR MURRAY: We're doubling it.

23 TRUSTEE CANARY: Thank you for
24 that vote of confidence.

25 TRUSTEE DELEON-LOPRESTI: On

1 Board of Trustees, 06/17/2021
2 behalf of my fellow trustees, we want to
3 express our thanks to the officers of
4 the board for your leadership and
5 keeping us all on our toes, all of the
6 various committees, and for your
7 guidance throughout the year.

8 We truly are a board that
9 reflects the needs of the students and
10 the college community and that's thanks
11 to the leadership of the officers. So
12 on behalf of all the trustees, we want
13 to thank you and look forward to working
14 with you for the next term.

15 CHAIR MURRAY: Thank you.

16 At this point the last is
17 roundtable if anybody has anything they
18 would like to add?

19 (No response.)

20 CHAIR MURRAY: If not, I'm also
21 very happy to say we will not be having
22 an executive session so I would just
23 need a motion to adjourn.

24 Kaitlyn, you want to make the
25 motion?

1 Board of Trustees, 06/17/2021

2 TRUSTEE GAMBINA: So moved.

3 CHAIR MURRAY: Shirley, you want
4 to second?

5 VICE CHAIR COVERDALE: Second.

6 CHAIR MURRAY: All those in
7 favor?

8 COLLECTIVE RESPONSE: Aye.

9 CHAIR MURRAY: Thank you so much
10 everybody.

11 [WHEREUPON THE MEETING OF THE
12 BOARD OF TRUSTEES WAS CLOSED AT 11:27
13 A.M. BY THE CHAIRMAN, E. CHRISTOPHER
14 MURRAY.]

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Gabriel Carlet



ERRATA SHEET FOR THE TRANSCRIPT OF:

Case Name: Suffolk County Community College, Board of Trustees
Case Number:
Dep. Date: June 17, 2021
Deponent:
Place: Hometown, USA

CORRECTIONS:

Pg.	Ln.	Now Reads	Should Read	Reasons Therefore
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Signature of Deponent

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OFFICIAL BOARD OF DIRECTORS MEETING MINUTES.
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF DIRECTORS OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 17TH DAY
OF JUNE 2021 AT 10:04 A.M., VIA ZOOM
VIDEOCONFERENCE

PRESENT:

LOUIS J. PETRIZZO, ESQ.,
Interim President

GORDON D. CANARY, Member
GEMMA DELEON-LOPRESTI, Member
KAITLYN GAMBINA, Student Member

KEVIN M. O'CONNOR, Member
BELINDA PAGDANGANAN, Member

* THERESA SANDERS, Member
PRISCILLA ZARATE, Member

E. CHRISTOPHER MURRAY, Chairperson

* JAMES MORGO, Member/Vice Chairperson
SHIRLEY E. COVERDALE, Member/Second
Vice Chairperson

* Not present at meeting



ORIGINAL

1 Board of Directors, 06/17/2021

2 CHAIR MURRAY: Okay. So, Paul
3 you want to -- oh, I'm sorry. First of
4 all, I need a motion to approve the
5 minutes of the May 13, 2021, Board of
6 Directors meeting.

7 Kaitlyn, you want to make that
8 motion?

9 MEMBER GAMBINA: So moved.

10 CHAIR MURRAY: Belinda, you want
11 to second that?

12 MEMBER PADANGANAN: I second the
13 motion.

14 CHAIR MURRAY: All those in favor
15 say aye.

16 COLLECTIVE RESPONSE: Aye.

17 CHAIR MURRAY: Now I'll introduce
18 Vice President of Academic and Student
19 Affairs, Dr. Paul Beaudin, to present
20 the Association's financial reports.

21 DR. BEAUDIN: Thank you, Chair
22 Murray and members of the Board of
23 Directors. You have before you this
24 morning the financial report for May as
25 well as three resolutions for the

1 Board of Directors, 06/17/2021
2 Association.

3 The May financials continue to
4 trend as previously discussed with every
5 fund showing a positive balance with the
6 exception of the Ammeran Campus day care
7 center and the Peconic Cafe for the
8 reasons I have previously cited, the
9 decline in numbers and revenue as a
10 result of the pandemic.

11 The Association's resolutions for
12 today include Item 1, the annual
13 resolution seeking to reappoint
14 Association employees for the 21-22
15 academic year.

16 Item 2, the authorization of a
17 salary increase of 3 percent for those 5
18 Association employees who are beyond
19 steps on the salary scale.

20 And Item 3 is the resolution of
21 approving the operating budget of the
22 Association for the coming year. This
23 \$4.2 million budget was prepared after
24 meetings with the campus deans and
25 Barbara Hurst, Association Director of

1 Board of Directors, 06/17/2021
2 Business Affairs, and then with Athletic
3 Director Neftali Collazo, Barbara, and
4 myself.

5 It is just slightly lower than
6 this year's budget and is reflective of
7 fewer expenses for the Peconic Cafe and
8 because, as you will recall, the student
9 activity fee has been reduced for the
10 coming year in line with other fee
11 reductions.

12 At this time does anyone have any
13 questions about either the May
14 financials or any of the three
15 resolutions being presented this
16 morning?

17 CHAIR MURRAY: Any questions for
18 Paul?

19 (No response.)

20 CHAIR MURRAY: Paul, can you go
21 through quickly the three resolutions or
22 did you do that?

23 DR. BEAUDIN: Resolution Number
24 1, Item 1 in your packet is a resolution
25 seeking the reappointment of the

1 Board of Directors, 06/17/2021
2 Association employees for the 21-22
3 year.

4 Item 2, authorization of the
5 salary increase of 3 percent for those 5
6 Association employees who are beyond
7 steps on the salary scale.

8 And Item 3 is a resolution of
9 improving the operating budget of the
10 Association for the coming year.

11 CHAIR MURRAY: Are there any
12 questions from any board members?

13 (No response.)

14 CHAIR MURRAY: If not, thank you,
15 Paul, and at this time I would like to
16 request a motion to approve college
17 Resolution Numbers 2021.A3 through
18 2021.A5.

19 Shirley, can you have that
20 motion?

21 VICE CHAIR COVERDALE: Trustee
22 Coverdale, I so move.

23 CHAIR MURRAY: Belinda, you want
24 to second that motion?

25 MEMBER PADANGANAN: Trustee

1 Board of Directors, 06/17/2021

2 Padanganan seconding the motion.

3 CHAIR MURRAY: All those in favor
4 please say aye.

5 COLLECTIVE RESPONSE: Aye.

6 CHAIR MURRAY: Any opposed?

7 (No response.)

8 CHAIR MURRAY: Thank you.

9 Now I would like to request a
10 motion to adjourn the Board of Directors
11 and call the Board of Trustees meeting
12 to order.

13 Gordon, would you like to make
14 that motion?

15 MEMBER CANARY: Trustee Canary
16 making the motion.

17 CHAIR MURRAY: Gemma, you want to
18 second that motion?

19 MEMBER DELEON-LOPRESTI: Second.

20 CHAIR MURRAY: All those in favor
21 please say aye.

22 COLLECTIVE RESPONSE: Aye.

23 [WHEREUPON THE MEETING OF THE
24 BOARD OF DIRECTORS WAS CLOSED AT 10:08
25 A.M. BY THE CHAIRMAN, E. CHRISTOPHER

Board of Directors, 06/17/2021
MURRAY.]

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Gabriel Carlot



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ERRATA SHEET FOR THE TRANSCRIPT OF:

Case Name: Suffolk County Community College, Board of Directors

Case Number:

Dep. Date: June 17, 2021

Deponent:

Place: Hometown, USA

CORRECTIONS:

Pg.	Ln.	Now Reads	Should Read	Reasons Therefore
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Signature of Deponent

<p>A</p> <p>2:4 3:5,9,16 4:24 5:8,16 6:9</p> <p>A.M 1:4 6:25</p> <p>about 4:13</p> <p>academic 2:18 3:15</p> <p>activity 4:9</p> <p>adjourn 6:10</p> <p>Affairs 2:19 4:2</p> <p>after 3:23</p> <p>all 2:4,14 6:3,20</p> <p>Ammeran 3:6</p> <p>and 1:3 2:18,22 3:7 3:9,20,24 4:2,3,6 4:7 5:8,15 6:11</p> <p>annual 3:12</p> <p>any 4:12,14,17 5:11 5:12 6:6</p> <p>anyone 4:12</p> <p>approve 2:4 5:16</p> <p>approving 3:21</p> <p>are 3:18 5:6,11</p> <p>as 2:24,25 3:4,9 4:8</p> <p>Association 3:2,14 3:18,22,25 5:2,6 5:10</p> <p>Association's 2:20 3:11</p> <p>at 1:4,25 4:12 5:15 6:24</p> <p>Athletic 4:2</p> <p>authorization 3:16 5:4</p> <p>aye 2:15,16 6:4,5 6:21,22</p>	<p>board 1:2,3 2:1,5 2:22 3:1 4:1 5:1 5:12 6:1,10,11,24 7:1</p> <p>budget 3:21,23 4:6 5:9</p> <p>Business 4:2</p> <p>BY 6:25</p> <hr/> <p>C</p> <p>Cafe 3:7 4:7</p> <p>call 6:11</p> <p>campus 3:6,24</p> <p>can 4:20 5:19</p> <p>Canary 1:8 6:15,15</p> <p>care 3:6</p> <p>center 3:7</p> <p>Chair 2:2,10,14,17 2:21 4:17,20 5:11 5:14,21,23 6:3,6,8 6:17,20</p> <p>CHAIRMAN 6:25</p> <p>Chairperson 1:13 1:13,14</p> <p>CHRISTOPHER 1:13 6:25</p> <p>cited 3:8</p> <p>CLOSED 6:24</p> <p>Collazo 4:3</p> <p>COLLECTIVE 2:16 6:5,22</p> <p>college 1:4 5:16</p> <p>coming 3:22 4:10 5:10</p> <p>COMMUNITY 1:4</p> <p>continue 3:3</p> <p>COUNTY 1:4</p> <p>Coverdale 1:14 5:21,22</p>	<p>Director 3:25 4:3</p> <p>Directors 1:2,3 2:1 2:6,23 3:1 4:1 5:1 6:1,10,24 7:1</p> <p>discussed 3:4</p> <p>DISCUSSIONS 1:3</p> <p>do 4:22</p> <p>does 4:12</p> <p>Dr 2:19,21 4:23</p> <hr/> <p>E</p> <p>E 1:13,14 6:25</p> <p>either 4:13</p> <p>employees 3:14,18 5:2,6</p> <p>ESQ 1:7</p> <p>every 3:4</p> <p>exception 3:6</p> <p>expenses 4:7</p> <hr/> <p>F</p> <p>favor 2:14 6:3,20</p> <p>fee 4:9,10</p> <p>fewer 4:7</p> <p>financial 2:20,24</p> <p>financials 3:3 4:14</p> <p>First 2:3</p> <p>for 2:24,25 3:7,11 3:14,17,22 4:7,9 4:17 5:2,5,10</p> <p>from 5:12</p> <p>fund 3:5</p> <hr/> <p>G</p> <p>GAMBINA 1:9 2:9</p> <p>Gemma 1:9 6:17</p> <p>go 4:20</p> <p>Gordon 1:8 6:13</p>	<p>I'll 2:17</p> <p>I'm 2:3</p> <p>If 5:14</p> <p>improving 5:9</p> <p>in 2:14 3:9 4:10,24 6:3,20</p> <p>include 3:12</p> <p>increase 3:17 5:5</p> <p>Interim 1:7</p> <p>introduce 2:17</p> <p>is 3:20 4:5,6,24 5:8</p> <p>It 4:5</p> <p>Item 3:12,16,20 4:24 5:4,8</p> <hr/> <p>J</p> <p>J 1:7</p> <p>JAMES 1:13</p> <p>JUNE 1:4</p> <p>just 4:5</p> <hr/> <p>K</p> <p>Kaitlyn 1:9 2:7</p> <p>KEVIN 1:10</p> <hr/> <p>L</p> <p>like 5:15 6:9,13</p> <p>line 4:10</p> <p>LOUIS 1:7</p> <p>lower 4:5</p> <hr/> <p>M</p> <p>M 1:10</p> <p>make 2:7 6:13</p> <p>making 6:16</p> <p>May 2:5,24 3:3 4:13</p> <p>meeting 1:2,25 2:6 6:11,23</p> <p>meetings 3:24</p> <p>Member 1:8,9,9,10 1:10,11,11 2:9,12 5:25 6:15,19</p> <p>Member/Second 1:14</p> <p>Member/Vice 1:13</p> <p>members 2:22 5:12</p> <p>million 3:23</p>	<p>minutes 1:2 2:5</p> <p>MORGO 1:13</p> <p>morning 2:24 4:16</p> <p>motion 2:4,8,13 5:16,20,24 6:2,10 6:14,16,18</p> <p>move 5:22</p> <p>moved 2:9</p> <p>Murray 1:13 2:2 2:10,14,17,22 4:17,20 5:11,14 5:23 6:3,6,8,17,20 7:2</p> <p>myself 4:4</p> <hr/> <p>N</p> <p>need 2:4</p> <p>Neftali 4:3</p> <p>No 4:19 5:13 6:7</p> <p>not 1:25 5:14</p> <p>Now 2:17 6:9</p> <p>Number 4:23</p> <p>numbers 3:9 5:17</p> <hr/> <p>O</p> <p>O'CONNOR 1:10</p> <p>ooo 7:3</p> <p>of 1:2,3,3,3,4 2:1,3 2:5,5,18,22,22 3:1 3:6,10,16,17,20 3:21,25 4:1,6,14 4:25 5:1,4,5,8,9 6:1,10,11,23,24 7:1</p> <p>OFFICIAL 1:2</p> <p>oh 2:3</p> <p>Okay 2:2</p> <p>on 1:4 3:19 5:7</p> <p>operating 3:21 5:9</p> <p>opposed 6:6</p> <p>or 4:14,21</p> <p>order 6:12</p> <p>other 4:10</p> <hr/> <p>P</p> <p>packet 4:24</p> <p>Padanganan 2:12 5:25 6:2</p>
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