**SUFFOLK COUNTY COMMUNITY COLLEGE**

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

**ROOM 114, CAPTREE COMMONS**

**MICHAEL J. GRANT CAMPUS, BRENTWOOD, NEW YORK**

**SEPTEMBER 15, 2011**

The meeting was held on Thursday, September 15, 2011 at 9:00 a.m. in Room 113A, Captree Commons, Brentwood, New York.

PRESENT:

 Dafny Irizarry Trustee/Chair

Walter Hazlitt Trustee/Vice Chair

Bryan Lilly Trustee/Secretary

Belinda Alvarez-Groneman Trustee

Ernesto Mattace, Jr. Trustee

Patricia McMahon Trustee

Paul Pontieri Trustee

Anthony Mangual Student 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 Assoc. V.P. Student Affairs

 Louis Petrizzo General Counsel

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The meeting of the Board of Directors was convened at 9:05 a.m.

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A motion to approve the minutes of the August 18, 2011 Board of Directors meeting was seconded and approved unanimously.

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A motion to approve association Resolution No. 2011.A16 was seconded and proved unanimously.

**RESOLUTION NO. 2011.A16 APPROVING THE USE OF GRADUATION ACCOUNT FUND BALANCE**

**WHEREAS**, the Graduation budget for fiscal year-end August 31, 2011 has a deficit of $12,608 due to increased costs for the sound equipment and acoustical enhancements used at the graduation ceremony, and

**WHEREAS**, the Graduation Account has a fund balance of $40,224, be it therefore

**RESOLVED**, that the Board of Directors authorizes the release of $12,608 from the Graduation Account fund balance to the Graduation Account operating budget of August 31, 2011 to satisfy the increased expenses.

Trustee Hazlitt asked what the cost would be if the College purchased the equipment needed for the College’s graduation ceremony.

President McKay stated that the College did survey the costs with purchasing some of the equipment needed. He stated that sound equipment for the Field House was purchased over the summer and that would no longer require the College to lease or rent from outside vendors.

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Associate Vice President Marvin Bright presented the College Association Finance report as of August 31, 2011. AVP Bright directs the Trustees attention to the report he distributed, indicating they can see the year-to-date actual revenue by campus. He stated that the auxiliary programs, the Kids College, the Kids Campus at the Ammerman, the Eastern Cafe and the Baker's Workshop all did well. AVP Bright stated that only account that actually came in red was the graduation, however the Board just approved to move monies out of the reserve fund to cover the $12,000 additional graduation expense.

AVP Bright stated Association budget is doing very well going into 2011 – 2012 and directed the Trustees to the report he distributed. He stated the report detailed the actual budget for 2011-2012. AVP Bright stated the report also showed what has been projected for each campus’ association budget, the actual fees that have been collected to date, and the variance of those fees collected based on what was projected.

Trustee Mattace asked when the report had been completed, he referred to the date on the report August 31st.

Chairwoman Irizarry stated that the report is usually given the day of the meeting as a verbal report. She thanked AVP Bright for the additional detailed report.

President McKay stated that the report is done verbally at every board meeting, however he felt it was important to have both a verbal presentation and a visual presentation for the Board. He stated that he met yesterday with his cabinet members to review the report and wanted it included as part of AVP Bright’s presentation.

Trustee Mattace thanked AVP Bright for creating the report.

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

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The meeting of the Board of Directors was adjourned at 9:15 am.

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Respectfully submitted,

 Bryan Lilly

 Secretary