**SUFFOLK COUNTY COMMUNITY COLLEGE**

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

**LECTURE HALL, MONTAUKETT LEARNING RESOURCE CENTER**

**EASTERN CAMPUS, RIVERHEAD, NEW YORK**

**MAY 16, 2013**

The meeting was held on Thursday, May 16, 2013 at 4:00 p.m. in the Lecture Hall of the Montaukett Learning Resource Center on the Eastern Campus, Riverhead, New York.

PRESENT:

Dafny Irizarry Chairwoman

Walter Hazlitt Trustee/Vice Chair

Brian Lilly Trustee/Secretary

Saul Fenchel Trustee

Paul Pontieri, Jr. Trustee

James Morgo Trustee

Theresa Sanders Trustee

Anthony Mangual Student Trustee

Shaun L. McKay President

Mary Lou Araneo V.P. Institutional Advancement

Carla Mazzarelli V.P. of Academic & Student Affairs

Nathaniel Pugh V.P of Planning and Institutional Assessment

Louis J. Petrizzo General Counsel

Gail Vizzini V.P. of Business and Financial Affairs

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Chairwoman Irizarry called for a motion to adjourn the Executive session and call the Board of Directors meeting to order at 5:00 p.m. Trustee Fenchel so moved, Trustee Mangual seconded, and motion was approved unanimously.

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Chairwoman Irizarry called for a motion to approve the minutes of the April 18, 2013 Board of Directors meeting. Trustee Mangual so moved, seconded by Trustee Pontieri, motion was approved unanimously.

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Chairwoman Irizarry called for a motion for approval of the Association resolution 2013.A9 to 2013.A12 Trustee Mangual so moved, Trustee Morgo seconded, motion approved unanimously.

**RESOLUTION NO. 2012.A9 ACCEPTING THE INDEPENDENT AUDITOR’S REPORT FOR THE FISCAL YEAR ENDING AUGUST 31, 2012**

**WHEREAS**, Suffolk Community College Association, Inc. contracted with the independent CPA firm of Nawrocki Smith LLP to perform an audit on Suffolk Community College Association, Inc., for the fiscal year ended August 31, 2012, and

**WHEREAS**, Nawrocki Smith LLP, submitted an Independent Auditor’s Report to the Association, and

**WHEREAS**, the Vice President for Academic and Student Affairs has reviewed the report and recommends that it be accepted, be it therefore

**RESOLVED**, that the Suffolk Community College Association, Inc. accepts the audit report by Nawrocki Smith LLP, for the fiscal year ending August 31, 2012.

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**RESOLUTION NO. 2013.A11 AUTHORIZING AN UPGRADE TO THE PECONIC CAFÉ, EASTERN CAMPUS**

**WHEREAS,** the Peconic Café is the primary eatery for day and evening students at the Eastern Campus serving approximately 300 students per day, and

**WHEREAS**, the Peconic Café task force completed an assessment of the facility’s existing needs as it relates to menu diversification and equipment needs, and

**WHEREAS**, based on the task force results, the Peconic Café is in need of certain kitchen equipment (pizza oven, hot dog grill, sneeze guard, pass-through self-serve), to expand and diversify its food offerings to students, and

**WHEREAS**, this equipment is available for purchase through an authorized New York State contract, and

**WHEREAS**, the Association maintains reserved funds which may be utilized for this purchase, and

**WHEREAS**, the Executive Dean of the Eastern Campus recommends this purchase, and

**WHEREAS,** the President and Vice President for Academic and Student Affairs have reviewed and approved this request, be it therefore

**RESOLVED,** that the Board of Directors hereby authorizes the purchase of this equipment for the Eastern Campus Peconic Cafe in an amount of $19,503.71, and be it further

**RESOLVED,** that the budget of the Suffolk Community College Association be amended accordingly to reflect the transfer and expenditure of the funds herein authorized.

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**RESOLUTION NO. 2013.A12 AUTHORIZING A FIRE CURTAIN PURCHASE FOR THE PECONIC BUILDING, EASTERN CAMPUS**

**WHEREAS**, the previously approved renovations to the first floor of the student engagement space in the Peconic Building subsequently required the addition of a fire curtain to bring the renovations into compliance with the local fire codes, and

**WHEREAS,** the fire curtain ensures that the safety and security of our students in this newly renovated space is enhanced, and

**WHEREAS**, appropriate equipment is available for purchase through an authorized New York State contract, and

**WHEREAS**, the Association maintains reserved funds which may be utilized for this purchase, and

**WHEREAS**, the Executive Dean of the Eastern Campus recommends this purchase,

**WHEREAS,** the President and Vice President for Academic and Student Affairs have reviewed and approved this request, be it therefore

**RESOLVED,** that the Board of Directors hereby authorizes the purchase and installation of a fire curtain for the Eastern Campus Peconic Building first floor in the amount of

$30,954.70, and be it further

**RESOLVED,** that the budget of the Suffolk Community College Association be amended accordingly to reflect the transfer and expenditure of the funds herein authorized.

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**RESOLUTION NO.2013.A13 AUTHORIZING THE PURCHASE OF TECHNOLOGY EQUIPMENT FOR THE PECONIC BUILDING, EASTERN CAMPUS**

**WHEREAS**, the integration of technology in the renovation of the first floor of the Peconic Building will create additional spaces for student use and engagement, and

**WHEREAS**, the technology (ID scanners, touchscreen kiosk, computers, LED TV) will enhance the existing student space by supporting out of class learning and student leadership activities, and

**WHEREAS**, appropriate technology equipment is available for purchase through an authorized New York State contract, and

**WHEREAS**, the Association maintains reserved funds which may be utilized for this purchase, and

**WHEREAS**, the Executive Dean of the Eastern Campus recommends this purchase, and

**WHEREAS,** the President and Vice President for Academic and Student Affairs have reviewed and approved this request, be it therefore

**RESOLVED,** that the Board of Directors hereby authorizes the purchase of technology equipment for the Eastern Campus Peconic Building first floor in the amount of

$­38,522.66, and be it further

**RESOLVED,** that the budget of the Suffolk Community College Association be amended accordingly to reflect the transfer and expenditure of the funds herein authorized.

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Chairwoman Irizarry introduced VP of Academic and Student Affairs, Dr. Carla Mazzarelli, to present the College Association Finance report. VP Mazzarelli stated the Association Financial report was for the period September 1, 2012 to April 30, 2013. The report listed all of the various funds in a positive position. She noted the large amounts listed for each of the three campuses was because there was still a considerable amount of payroll to cover, as well as year-end expenses for May. VP Mazzarelli noted the Student Affairs area would be purchasing supplies over the summer to repair any broken equipment, as well as several leadership retreats, which will use up some of the budget. She stated there would be several student banquets, student recognition ceremonies happening later in the month as well. VP Mazzarelli stated college-wide athletics had a substantial surplus which will be used as the athletic events wind down for the season in May, and some repairs to the field, and maintenance work. VP Mazzarelli stated the Culinary Arts Center is back in a positive position, because they had several events in April, and a fundraiser in May.

Trustee Mangual asked if the refurbishing of the athletic grounds were part of the original plan or secondary because of the surplus cash. VP Mazzarelli stated maintenance to the fields and grounds are routine for the end of year. Trustee Morgo asked where the Salute to Excellence money goes. Mr. Richard Guarino, Executive Director of the Foundation stated the money goes to the Foundation.

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Chairwoman Irizarry called for a motion to adjourn the Board of Directors meeting. Trustee Mangual so moved, seconded by Trustee Pontieri, the motion was approved unanimously.

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The meeting of the Board of Directors was adjourned at 5:05 p.m.

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Respectfully submitted,

Bryan Lilly

Secretary