

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD VIA ZOOM
February 18, 2021

The meeting was held on Thursday, February 18, 2021 at 4:00 p.m. via Zoom.

PRESENT:

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| E. Christopher Murray | Chair |
| James Morgo | Vice Chair |
| Shirley Coverdale | 2 nd Vice Chair |
| Gordon Canary | Secretary |
| Theresa Sanders | Trustee |
| Gemma deLeon-Lopresti | Trustee |
| Belinda Pagdanganan | Trustee |
| Kevin O'Connor | Trustee |
| Priscilla Zarate | Trustee |
| Kaitlyn Gambina | Student Trustee |
| Louis J. Petrizzo | Interim President |
| Alicia O'Connor | Deputy General Counsel |
| Ashley Pope | Deputy General Counsel |
| Dr. Mark Harris | V.P. for Business and Financial Affairs |
| Dr. Paul Beaudin | V.P. for Academic Affairs |
| Mary Lou Araneo | V.P. for Institutional Advancement |
| Shady Azzam-Gomez | V.P. for Information Technology Services |
| Angelica Rivera | A.V.P. for Employee Resources |

The meeting of the Board of Trustees was convened at 4:05 p.m.

The Pledge of Allegiance was led by Trustee Canary.

Chair Murray called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:06 p.m. Trustee O'Connor so moved, Trustee Zarate seconded and the motion was approved unanimously.

Chair Murray called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:10 p.m. Trustee Morgo so moved, Trustee deLeon-Lopresti seconded and the motion was approved unanimously.

Chair Murray requested a motion to approve the minutes of the January 21, 2021, February 5, 2021 and February 12, 2021 Board of Trustees meetings. Trustee Pagdanganan so moved, Trustee Sanders seconded. The motion to approve the minutes was approved unanimously.

Chair Murray introduced Dr. Mark Harris, Vice President for Business and Financial Affairs, to present the College Budget and Financial report. VP Harris reported they were very close in completing the financial audit for fiscal year 2020. They have received and reviewed the documents from the auditors, edited the MD&A and sent it back to them. The last piece that needs to be completed is the testing of the CARES Act funds. Based on what is left to be completed for the audit, the auditors indicated the College should have the final audit no later than the 10th of March.

In terms of cash flow, the College continues to maintain enough cash to meet its short-term obligations. On an average, our Days Payable Outstanding (DPO) is approximately 40 days. This has helped the College to maintain its cash longer and remain more liquid.

As mentioned last month, the College received its FY'21 1st and 2nd quarter cash disbursements from SUNY, but still have not been advised if the 20% holdback for FY'20-Q4, FY'21-Q1 and FY'21-Q2 will be released in March 2021. The College is still awaiting a final decision. If they do release the 20% holdback, the plan from the State and SUNY is to then cut permanently for FY'21 5%, which would translate to \$2.5 million. VP Harris said he would keep the Board informed as they receive the information.

VP Harris then gave an update to the CARES Act I & II. Last month he reported that the College used \$3,214,005 of the \$6,589,000 from the CARES Act Institutional Funds. Since then, the College is in the process of certifying and requesting an additional draw down of \$2,185,000, which will then leave an unused balance of \$1,191,000. Of that amount, the College has obligated approximately \$700K to purchase additional computers and software that will continue to support student success. The remaining balance will be for expenses associated with the saliva pool testing, PPE, and other eligible costs. The HEERF II funding (CARES Act II) is about \$25.5 million -- of that \$6.589 million, at a minimum, must go to the students. That leaves the College with about \$18.9 million that can be used on eligible expenses and potential loss revenue. However, the College has not received guidelines from SUNY on how the funds should be distributed or used.

The financials that have been presented for the FY'21 budget cover September through January transactions, and represent a very high-level projection. The College is still in the process of determining the revenue impact based on the current 18.4% enrollment decline. Once the final revenue numbers for spring are calculated, he will be able to provide a more accurate net position. The cost mitigation efforts still continue to yield positive savings, especially in personnel lines due to resignation, retirements, variable expenses, and also because of reduced course sections, which translate into reduced personnel costs.

VP Harris reported they have received all the budget requests from the budget managers for FY'22 and will begin to develop a budget approach. The College is in a

holding pattern because SUNY has not firmly provided the College with a funding formula for FY'22, and it does make the budget process rather gelatin-like. We will keep the Board abreast of any decision pertaining to the FY'22 funding formula.

Trustee Morgo asked VP Harris when the College would have the definitive number for enrollment for the spring of FY'21. VP Harris said he should be able to provide that information within 2 weeks. They are looking at it in terms of percentage decline as well as number of full-time students and part-time students. Trustee Morgo asked if anything was trending. VP Harris said they have received feedback from other community colleges, and on average, they are reporting about a 17% decline in enrollment. Trustee Morgo asked if he knew what Nassau Community College was reporting. VP Harris answered it was right about the 17% decline, as well. Trustee Morgo asked if there was any indication on the County's contribution for FY'22 and had there been any discussions yet. He suggested putting out some feelers to the County because April was fast approaching.

Chair Murray asked if VP Harris could review the resolution in regards to the CARES Act funds. VP Harris said item 2 was the resolution delegating authority to the College presidential approved budget transfer for CARES Act and HEERF funds. Based on how the College's existing budget is set up, when the College is doing transfers in excess of a certain dollar amount and moving between different accounts, the policy is the Board has to approve before the transaction is done. Given the amount of funds that the College may need to use for certain items, it means that the College will need to come to the Board in the existing policy and get approval before it can spend the funds, which may cause some delays. The College has recommended asking the Board to provide it with the ability to continue operations, transact these purchases, and provide a reconciliation to the Board of all the transactions that the College has initiated at the next Board meeting. These are limited only to CARES Act and the HEERF funds. The other transactions for operating will go through the normal process where they have to be pre-approved by the Board before any purchase orders are generated.

Chair Murray said they had discussed this at the Executive Committee meeting and the committee felt that it was prudent to permit the College to make these expenditures of the CARES funds provided that they come back and account for the transactions, noting the resolution gives the College the ability to act in real time and be more efficient. VP Harris also noted that the auditors were okay with this process.

Trustee Canary asked if there was an approximate time frame of how long it's going to take to spend the \$1.2m. VP Harris replied that of the \$1.2 million that is left over, the College has obligated seven hundred thousand (\$700,000) dollars for computers. The remaining \$500,000 have been identified for eligible expenses. One of the changes that took place with the new CARES Act II is they extended the budget period. The initial CARES Act I budget period would have expired May 5th of this year; with the additional funds, they extended it to January 17, 2022. For the CARES Act I remaining balance, the College will spend down that money by May.

Chair Murray introduced Administrative Director of Educational Facilities, Jon DeMaio, to present the 2022-2024 Capital program and 2022 Capital budget. Mr. DeMaio reported that as a result of the normal process the County went through, none of the College's projects were dropped and, in fact, the College added \$10.3 million to its infrastructure budget. The only real change beyond that was a delay of construction funds for the workforce development and technology building expansion. This is a project the College had not started design on yet and had no significant impact on the College's plans over the next calendar year. The College also had an opportunity to appropriate funds in 2020, however, chose not to, in support of the College's local sponsor who is experiencing financial hardship. The College took the approach to only ask for what was absolutely needed. Infrastructure was in there in 2020 and the College did not request it because it felt it had enough to get through 2021. The College has about \$1.8 million left in that project. All of the projects that were scheduled for appropriation in 2020 are State-aided so they do not sunset at the end of the year. The College can, at any time in the future, request these appropriations and will do so.

Mr. DeMaio said that back in April of last year, the NYS Department of Budget issued a bulletin saying all new capital contracts or new capital purchase orders were stopped. This brought a lot of the College's capital programs to a halt. Shortly after that, there was some additional clarification. Any contracts in existence prior to the bulletin were okay and could continue and payments could be made on those contracts. The State started to issue rolling approval schedules for new project requests. These are projects the College has approval on, but now has to go request by request through the State's Department of Budget to be able to advance them. The College submitted a bunch of requests the first round and second round. Feedback was promised within a month, which turned into 4 months. The College has gotten 28 project approvals through the State this year totaling about \$28.5 million. In that includes the construction of the Renewable Energy and STEM Center and the construction of the Plant Operations building on the Grant Campus.

He said that in spite of all the challenges, the College has managed to have done well and will continue to submit the individual project requests. Until the bulletin is revised or rescinded, it will continue to be a challenge and an impact to the progress on the capital program. A lot of capital progress on the construction end did take place this past year. Kreiling Hall renovations are expected to be substantially complete by the end of March. The partial renovation of the Sagtikos Building went well and was finished on time and under budget. On the Renewable Energy and STEM Center, the College will be permitted to mobilize for construction after March 15th and will move forward. The College broke ground on parking expansion on the Ammerman Campus in Lot 1, and in the remaining 3 lots located around the Islip Arts Building.

The resolution summarizes all of the College's capital projects and makes no new requests for new capital projects. Included was more infrastructure money in 2022, and the proposed new automotive technology facility at the Grant Campus, which currently

has money scheduled for design in 2022 and construction in 2023. This is a major initiative that the College really wants to see maintained in the program.

Trustee Morgo said that Mr. DeMaio had mentioned that the College only drew what was absolutely needed from the County and asked if they were aware of the College's cooperation. Mr. DeMaio said, "Absolutely." President Petrizzo added that this was done in consultation with the County. In one instance it was a request of theirs. In the other, it was the College asking them what it could do to be helpful to them. That turned out to be the request from the County delaying the start of the STEM building so that they could put it into the spring borrowing rather than take the funds out of fall which they needed for other purposes. The College was happy to work with them. Trustee Morgo said the County should probably be reminded in a couple of months of the College's cooperation. President Petrizzo said he and the County Executive had a conversation just yesterday about some of those issues while he was on the College's campus to announce the opening of the Ammerman Campus as a new point of distribution for the COVID vaccine.

Trustee Canary said there was a discussion about possibly trying to do something with the parking lot project at Ammerman near the Brookhaven Gym to help with the COVID vaccine distribution. President Petrizzo said there was that conversation when the College thought the County was interested in using the Brookhaven Gym for the point of distribution for the vaccines. Subsequent to that meeting, the State of New York and the County Executive determined that spring sports were going to be a major initiative. Since the College has the Field House and the Health and Wellness Center already tied up, it was imperative to keep the Brookhaven Gym available for use by the College's athletic teams. This caused the switchover to other facilities on the Ammerman Campus. The County toured and decided that the Lindsay Building most closely met their needs. Parking was close, the entrance was easily accessed through College Road. This required the College to put the brakes on the Annex parking lot project and make the switchover. Trustee Canary thanked Mr. DeMaio and his team for the outstanding work and leadership. He noted he was happy to see the amount of exterior infrastructure, the grounds, the walkways, the lighting, and all of the safety issues because it speaks well of the College and shows it cares about the safety of the students, faculty and visitors.

President Petrizzo also thanked Mr. DeMaio and Deputy General Counsel Alicia O'Connor who had to deal with all of the contractors and go through with them their COVID safety plans to ensure they were in compliance with State regulations which allowed the College to proceed with construction..

Chair Murray called for a motion for the approval of College Resolutions 2021.07 through 2021.08. Trustee Morgo so moved, Trustee O'Connor seconded and the motion was approved unanimously.

RESOLUTION NO. 2021.07 - Approving the Requested 2022-2024 Capital Program and 2022 Capital Budget

WHEREAS, the College has been requested by the office of the Suffolk County Executive to submit capital budget and program requests in accordance with Article IV, Section A4-2 of the Administrative Code of the County of Suffolk, and

WHEREAS, the capital program requests (see *Attachment I*) have been solicited from the Interim President, Vice Presidents, Campus Executive Deans and Directors of Plant Operations, and are recommended for approval by the President's Cabinet, be it therefore

RESOLVED, that the Board of Trustees hereby approves the submission of all capital projects described in *Attachment I*, and authorizes the Interim President to submit the projects for the 2022-2024 capital program and 2022 capital budget.

RESOLUTION NO. 2021.08 - Delegating Authority to the College President to Approve Budget Transfers of CARES Act and CRSAA Funds

WHEREAS, pursuant to College policy, budget transfers between College Operating Budget accounts must be authorized by a resolution adopted by the Board of Trustees, and

WHEREAS, the College is the recipient of federal funds provided under the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) due to the COVID-19 health crisis, and

WHEREAS, the Vice President for Business and Financial Affairs recommends delegating the Board's budget transfer authority to the College President for CARES Act and CRSAA funds only, and as necessary, for the efficient operation of the College, be it therefore

RESOLVED, that the College President or his/her designee is hereby authorized to act upon the following matter without further approval by the Board of Trustees, and all persons and entities may rely upon and accept such action as if such action is made by the Board:

Approve transfer of CARES Act and CRSAA funds within and among College Operating Budget accounts

and be it further,

RESOLVED, that at each meeting of the Board, the College President or his designee shall submit an information report on actions taken, if any, in accordance herewith.

Chairman Murray moved to the committee reports and called for the Student Success Committee. Trustee Pagdanganan said the committee met yesterday and, as she mentioned last month, many College offices contribute to the priority of student success. The Committee is taking the time now to provide its members with an overview of the varied contributions being made by Academic and Student Affairs. This month, Dr. Paul Beaudin welcomed guest speakers Jill Santiago, Director of the Center for Social Justice and Human Understanding, and Jennifer Forni, Director of Disability Services.

Ms. Santiago provided some overview of the many varied activities currently underway at the Center, some of which include presentations on the KKK on Long Island, a social justice poetry workshop, a series of videos, and coordinating with Campus Activities to create a social justice art program. The Office of Disability Services seeks to equalize educational opportunities by minimizing physical, psychological, and learning barriers. The professional staff works to ensure that the students can achieve academically through the provisions of services, auxiliary aids, and reasonable program accommodations. While operating remotely, the staff continues to interact with students to continuously improve available supports provided through technology. Faculty has been actively engaged in working with Disability Services to support student learning needs. The Committee's future meetings will feature presentations by Workforce Development, Continuing Education, the Educational Opportunity Program, and the TRIO program.

Chair Murray called for the Personnel Committee report. Trustee deLeon-Lopresti reported the committee met twice, on December 9, 2020, and January 6, 2021. The meetings were attended by Chair Murray and Trustees Coverdale, Gambina, and also Assistant Vice President of Human Resources Angelica Rivera and Deputy General Counsel Ashley Pope. At the December 9th meeting, the committee reviewed the documentation by the Association of Community College Trustees related to their proposed consulting services relative to modifications to the existing presidential evaluation procedure and conducting the presidential evaluation. In light of anticipated costs that would be higher than previously expected, the committee reviewed the procurement process and the process of crafting a scope of work to obtain only the services desired at an acceptable cost, and the committee will further review the services that may be needed so that appropriate recommendations can be made for the proposed scope of work. On January 9th, the committee met again and reviewed revisions to the Board of Trustees presidential evaluation policy. The committee finalized recommended revisions to the written procedure which will be circulated for further review for the Board of Trustees for adoption. The committee also reviewed options for engagement of a vendor to assist with the refinement of the evaluation of the instrument as well as selection and reporting of results once a regular cycle of presidential evaluation resumes. The committee will draft a scope of work to solicit vendor cost proposals.

Chair Murray called for the Facilities Committee report. Trustee Canary reported the committee did meet and Mr. DeMaio reviewed the projects for the College's Capital program. No College capital projects were dropped from the County program. The College will continue to focus on keeping all existing projects from being dropped or delayed. Infrastructure is a College-wide priority. The only types of projects included under infrastructure are replacement, renovations, or repairs to existing structures and/or equipment. Infrastructure is not for new projects. The following items were discussed: on the Ammerman Campus, a request was made to have the work schedule accelerated for parking lot number 1 to allow for parking associated with possible vaccine distribution at the Lindsay Building. Discussion was had regarding repairs or replacement of the backup power generator in the Riverhead Building for the IT

department as a critical need. On the Grant Campus, uses for the old Plant Ops Building were discussed. Since there is no longer a need for gallery space, it was suggested that the first floor of the building could be used for a dedicated space for veterans while the basement remains a storage for the Plant Ops department. Discussion was had about the status of the three Grant Cottages - whether they should be renovated or whether they should be demolished. It was suggested that maybe the South Cottage, which is currently empty, could be renovated for a dedicated Mental Health Services Center, allowing students seeking services a bit more privacy.

At the January 21st Board of Trustees meeting, a resolution was passed regarding a contract for the construction of the Renewable Energy and STEM Center on the Grant Campus. The contract was awarded to the same local vendor that successfully completed the renovations on the Sagtikos Building, VRD Contracting of Holbrook. A groundbreaking ceremony was discussed for the new STEM Building, however there already had been a groundbreaking ceremony three years ago. Renderings of the building have been requested and sent to the Grant governance leaders. It was asked if it would be possible to have Caumsett Hall renovated into the One-Stop model floor plan so the space is better utilized for Student Affairs. On the Eastern Campus because the Culinary Arts Center is a leased property, the timeline for an analysis and recommendation on whether it would be feasible to stay where it is or if it should be relocated and what types of facilities might be considered for a future location were all discussed. The group was informed that a task force committee will be created to work on this initiative in the near future. The group was encouraged to submit, in writing, all questions, ideas, and concerns that were discussed during the call and send those directly to Jon DeMaio so that they can be reviewed and added to the appropriate list.

Chair Murray called for the Foundation report. Trustee Pagdanganan reported there were two virtual fundraising events in March. The first is on Thursday, March 11th, a virtual culinary experience that will be broadcast via Zoom from the demonstration kitchen of the College's Culinary Arts and Hospitality Center in Riverhead, led by professor and Chef Andrea Glick and assistant professor and pastry chef Christina DeLustro. The cost is \$60 to view the event or \$100 to participate in the comfort of your home kitchen in the preparation and cooking of a 3-course meal for two. The other event is "Try Your Luck" throughout the month of March as the Foundation hosts a scholarship raffle. Daily cash prizes will range from \$40 to \$200. The more tickets you buy the better your chances of winning. All proceeds for this event will support student scholarships. The Suffolk COVID-19 Emergency Fund needs continued support. COVID is still a threat and the students are still experiencing the impact of the global pandemic through job loss, unemployment, housing and food insecurity, and mounting bills. The Foundation continues to receive applications from impacted students seeking critical support from the Emergency COVID Relief Fund.

Chair Murray called for the Student Trustee report. Student Trustee Gambina reported that Student Government and other clubs have begun to host meetings since the semester started on January 25th. They are looking to get more students involved and

get clubs up and running virtually. SGA and club leaders are also helping struggling students with online classes and some students don't have the resources they need.

Chair Murray moved onto the Chair's report. He announced that Trustee Zarate has agreed to Chair the Advocacy Committee and he encouraged any trustees willing to sit on the committee to contact Trustee Zarate. Trustees Morgo, Pagdanganan and Gambina said they would be happy to join the committee.

Chair Murray moved to the President's report. President Petrizzo said the College continues with the celebration of Black History Month. He thanked the Office of Campus Activities and Multicultural Affairs for assembling the outstanding programs. He encouraged all to attend. The programs resume on Tuesday, February 23rd and continue through March 1st when there will be a conversation with the renowned Princeton University Professor and MSNBC contributor, Dr. Eddie Glaude, Jr. The Zoom information for all of these events can be found on the College's website on the Black History page.

President Petrizzo then reported that thirteen of the College's students have been awarded the prestigious and highly competitive paid internship at Brookhaven National Laboratories where they will have an opportunity to work with some of the renowned scientists and engineers. He added that the College's success in the sought-after paid internship is further evidence that the faculty and students are first rate and can compete with any college or university once the labels are stripped away and merit is the only consideration. He congratulated the students on their accomplishment.

The College has been designated a military friendly school for the 2021-2022 cycle. This designation is earned based on the institution's commitment to the military community and is used as a guidepost by many veterans when they are looking to select an educational institution to attend. He thanked College Director of Veteran Affairs, Shannon O'Neill, and her entire team for bringing the designation to the College once again.

The Cabinet has begun the planning process for commencement. The ceremony may have to be held virtually in mid-May; the team is determined to make that event as meaningful and as personal to each of our graduates as possible. The Cabinet hopes to make its decisions in early March to allow sufficient time for implementation. The Cabinet has also begun the planning process for what the fall 2021 semester will look like at the College. For now, all of the planning will be done with pencils with very large erasers because predicting the COVID-19 conditions in September is just not possible. The plan will have the ability to increase or decrease the mix of remote, hybrid, and face-to-face classes based on conditions as they evolve in the coming months. Technology will be a very important part in the College's ability to shift between these learning modalities, and the College continues to make significant acquisitions in the

technology fields and will be continuing to do so, including some improvements to classrooms which will allow for broadcast in multiple modalities beyond the four walls of the classroom.

The SUNY Chancellor's direction to all SUNY campuses that all students and all employees who come to campus must be COVID-19-tested each week has been a challenge for the College. It has also been an expense for the College, not only for the kits, but for the staffing of facilities. The College has added part-time staff to operate the surveillance testing facilities around the hours and days necessary to give its employees and students a reasonable opportunity to be tested each week. President Petrizzo thanked Dean Irene Rios, VP Araneo, AVP Rivera, and Deputy General Counsel Ashley Pope for the work and assistance in getting the College to follow the mandate. The College has completed over 3,000 tests in the last 10 days, and only had 8 positive results.

The College opened the Ammerman Campus as a point of distribution (POD) to Suffolk County for the distribution of the vaccine for those County residents with comorbidities. There are now PODs operating on all three campuses as the College continues to meet its mission of service to the residents of Suffolk County. He thanked Neftali Collazo and his team in Special Events for organizing these locations, as well as the Executive Deans for the campuses, and their Plant Operations teams for their work in facilitating these services. He also gave a special mention to Baycan Fideli and all the Public Safety officers for getting the visitors in and out of the campuses safely and efficiently.

Trustee Canary asked in regards to the COVID-19 testing that the Chancellor imposed on all the college campuses, if the College has spoken to other community colleges and if there was any feedback. President Petrizzo said that, yes, they have and it is a problem for everyone. It's an unfunded mandate and no one has a good way of doing it. The difficulty, of course, is unique to each and every college based on when you are running your classes and when your employees are on campus. The problem is that the College has to provide opportunity to students and to employees to be able to come and to get themselves into compliance, and that usually means running the COVID testing facilities into the early evenings up to 8:00 p.m. and, occasionally, on weekends.

Trustee deLeon-Lopresti asked how the teachers were doing in terms of teaching remotely. She asked the same of the students and if the College is getting a general sense of how the students and teachers have adapted. President Petrizzo said they are seeing a 50/50 split. There are some that hate remote teaching who want to come back and want to be face-to-face, and some who are not yet comfortable with the idea of walking into a classroom with students. The College is in the process of evaluating it in a more formal way to try to get a better understanding in order to plan for the fall '21 semester.

Dr. Beaudin said there are about 2,200 students who are coming to campus currently for a hybrid model of a class. Many of the labs and clinicals are running, but have very much reduced capacity on campus. He said the faculty have done an amazing job in

trying to transition the learning for students to the remote modalities. Many have taken advantage of training that the College provided, and will continue to provide. He added that students and faculty alike are struggling by the lack of the sense of community that being on campus provides, but are making the best of a difficult situation.

Trustee deLeon-Lopresti thanked Dr. Beaudin for his answer and said she thought it's reflective of what many are going through, but in particular, it must be really hard for teachers that have to continue to motivate students. She added she appreciated all the hard work he and the teachers do every day for the College's students.

Trustee Morgo said this brought to mind what the Advocacy Committee should be getting out. The local and State sponsors should know about the sacrifices the teachers made, and know about the incredible achievements of the College's students, as was mentioned earlier. He asked if there could be a process where when the administration knows about these very positive things, they can convey them to the new committee so they can formulate a way to convey them to get the news out.

Trustee Canary noted that Drew Biondo should be part of the Advocacy Committee, and then asked if the College knew how many of its staff has been vaccinated to date. President Petrizzo said the limitation is that the State phase 1b eligibility requirements for higher education describes educators as in-person faculty. The College has asked that to be broadened to understand that counselors and staff work with students in-person, as well. The College has provided a list of its in-person instructors to the County. They told the College they will work on getting them onto the list for the vaccines at either the Brentwood or the Eastern Campus.

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Chair Murray moved onto Roundtable. With no comments he then requested a motion to enter into Executive Session to discuss the medical, financial, credit or employment history of an employee at 5:15 p.m. Trustee O'Connor so moved, Trustee Zarate seconded, and with all in favor, the motion carried.

With no further business to be conducted at the conclusion of the Executive Session, the Board of Trustees meeting was adjourned at 5:15 p.m. The Board of Trustees next meeting is March 18, 2021.

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Respectfully submitted,
Gordon Canary
Secretary