

## **CALL TO ORDER/ROLL CALL**

The meeting was called to order in the Boardroom (A300) by Trustee Potter at 4:09 p.m. The roll call was taken.

Members present: Garrick Abezetian, Michael Garrity, Tracy Jennings, Joe Klinger, John Lambrecht, Elizabeth Potter, Melissa Ramirez Cooper, Jim Reynolds, Colleen Rockafellow, Sean Sullivan, Sam Tolia

Members absent: Stephen Kubiczky, Orlando Velasquez

Also present: Tina Lilly, Troy Moran, Ty Perkins

## **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mr. Abezetian seconded, to approve the minutes of the July 3, 2024 Finance meeting. A voice vote was taken and the motion carried unanimously.

## **CITIZEN PARTICIPATION/PRESENTATION**

### **Human Resources Report (Joe Klinger):**

Added to payroll: \$554,414

Removed from payroll: \$401,477

NET added to payroll: \$152,937

## **NEW BUSINESS**

Without objection, Mrs. Potter turned the meeting and new business over to Mr. Sullivan.

### **Business Services**

#### **1. Budget Transfers**

The committee recommended that the Board of Trustees approve the proposed budget transfers to accommodate institutional priorities. These were all grant transfers that were not included in June. Usually, regular budget transfers are not approved until October.

#### **2. Law Enforcement Support Office (LESO) Program**

The committee recommended that the Board of Trustees approve Triton's continued participation in the Law Enforcement Support Office (LESO) Program. LESO provides police departments with direct access to various types of excess emergency service equipment and vehicles from state and federal agencies. There is no membership or annual renewal fee. Participation in this program continues to be at no cost to the college.

**3. Purchase of New 2024 Honda Prologue Elite**

The committee recommended that the Board of Trustees approve the purchase of a new 2024 Honda Prologue Elite for Triton College's electric vehicle program. This acquisition will be financed through the Illinois Community College Board (ICCB) Rev UP EV Charging Grant, utilizing "capital equipment account". The vehicle's MSRP is \$59,750.

**Academic and Student Affairs**

**4. Agreement with RML Specialty Hospital**

The committee recommended that the Board of Trustees approve an Agreement with RML Specialty Hospital to allow students in Triton College's Nursing program to participate in clinical education experiences at the site. The Agreement is effective when signed through June 30, 2025, and will automatically renew thereafter for additional year unless either party provides notice of intent to terminate the Agreement. If the Agreement is not renewed or terminated, students who are participating in the clinical educational experiences at the time of expiration will be allowed to complete their assignment under the same terms and conditions. There is no cost to the college for this Agreement.

**5. TRIO SSS Tour to Southern IL & Missouri**

The committee recommended that the Board of Trustees approve TRIO Student Support Services to provide a student tour to four-year institutions (Southern Illinois University-Edwardsville (Edwardsville, IL); the University of Missouri (Columbia, MO); and Washington University (St. Louis, MO), all transfer schools with TRIO programs, October 15-16, 2024. The trip is fully funded by the Department of Education TRIO SSS grant and the total cost will not exceed \$11,500.

**6. National Student Clearinghouse Addendum**

The committee recommended that the Board of Trustees approve the National Student Clearinghouse (NSC) Addendum to the Master Service Agreement (BOT approved 5/18/21 A/E #16594). This Addendum is necessary for enrollment reporting, enrollment verification and student tracker services. There is no cost to the college for approving this Addendum.

**Information Systems**

**7. Diskovery – Adobe Systems**

The committee recommended that the Board of Trustees approve the purchase of 250 Adobe Creative Cloud software licenses from Diskovery that will be valid from August 22, 2024 through August 21, 2025, at a cost of \$98.40 per license. The total FY25 cost will not exceed \$24,600.

**8. Microsoft Consolidated Campus Agreement with CDW-G**

The committee recommended that the Board of Trustees approve a one-year renewal with CDW-G, from September 1, 2024 through August 31, 2025. This Agreement will provide Microsoft software products for all Triton owned or leased PC's. The annual cost of the renewal is \$131,042.95.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Abezetian seconded, to forward Finance Exhibits 1 through 8 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

**PURCHASING SCHEDULES**

B47.01 RTU Replacements – Building B – Ms. Daniels recommended that the Board of Trustees accept a proposal for the RTU Replacements in the B Building submitted by C. Acitelli Heating & Piping Contractors in accordance with their low specified bid of \$1,013,300.

B47.02 Catering Services – Child Development Center – Ms. Daniels recommended that the Board of Trustees accept a proposal to provide Catering Services for the Child Development Center submitted by Delicious Unlimited in accordance with their low specified bid of \$41,773.92.

**APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to forward Purchasing Schedules B47.01 and B.47.02 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

**CLOSED SESSION**

The committee determined that there was no reason to move to Closed Session.

**INFORMATION ITEMS**

**Monthly Financial Report (Jim Reynolds)**

- No tax revenue has been collected to date.
- No grant budgets yet.
- To date, there have been no transfers for FY 2025. For FY 2024, there were nine additional budget transfers not included in the June Finance report.
- Total revenues received to date represent 18% of budgeted revenues.

**FY 2024 Minority Report (Danielle Stephens)**

Overall, there are 1123 vendors, of which:

- 6 are classified as a minority business - 4 minority and 2 MBE (minority business enterprise);

- 32 are classified as a female business - 18 female and 14 WBE (women business enterprise);
- 1 is classified as a WBE disabled business;
- 4 are classified as both a minority and female business;
- 5 are classified as a Veteran Owned Small Business.

**FY26 RAMP Report – confirmation of Board Poll (John Lambrecht)**

There are 8 individual projects that Triton College is submitting to the ICCB to receive state funding. If any of the proposed projects are approved, the college will be obligated to provide 25% of the project financing. The 25% matching amounts vary from \$805,033 to \$28,033,148. This was already approved by the BOT by a unanimous vote on July 25-29, 2024.

**J Building Emergency Chiller Repair – confirmation of Board Poll (John Lambrecht)**

The J Building cooling chiller failed on July 3, 2024. Since the replacement of the chiller will take a year due to manufacturing lead time, the BOT approved (by a unanimous vote on July 25-29, 2024) installation of a new upgraded universal control system as a temporary solution to carry us through another year.

**Fee Waiver – Triton College Foundation President’s Reception (Sean Sullivan)**

The Triton College Foundation is requesting a rental fee waiver for the President’s Reception that will be held on October 18, 2024 in the B Building Cafeteria. The room rental fees are estimated at \$11,405. This is an annual event that was last held in 2019 (before COVID).

**FY24 Annual Grant Funding Report (Sean Sullivan)**

The grant report was shared with the group at the meeting. There were no questions about the information provided.

**ADJOURNMENT**

Mr. Sullivan made a motion, Mr. Garrity seconded, to adjourn the meeting at 4:31 p.m. A voice vote was taken and the motion carried unanimously.

Respectfully submitted,

*Margaret Kluza*  
Margaret Kluza  
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: September 11, 2024