

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

The open meeting was called to order in the Boardroom (A300) by Trustee Potter at 4:02 p.m. The roll call was taken.

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

Absent: Stephen Kubiczky

## **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to approve the minutes of the January 11, 2023 Finance meeting. A voice vote was taken and the motion carried unanimously.

## **CITIZEN PARTICIPATION/PRESENTATION**

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

Added to payroll: \$566,623

Removed from payroll: \$166,556

NET addition to payroll: \$400,067

## **NEW BUSINESS**

### **Business Services**

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

The committee recommended that the Board of Trustees approve the proposed budget transfers to accommodate institutional priorities.

#### **2. Credit Limit Increase to College Purchasing Cards**

The committee recommended that the Board of Trustees approve an increase to the credit limit of Triton's Illinois Association of School Business Officials (IASBO) purchasing cards from \$30,000 to \$60,000 in aggregate, due to a significant increase of costs for goods and services. The cards are used for various purchases, including hotels, airfare and online purchase of supplies.

#### **3. Credit Limit Increase to Universal Air Travel Plan Account**

The committee recommended that the Board of Trustees approve an increase to the credit limit of Triton's United Airlines / Universal Air Travel Plan (UATP) account from \$13,750 to \$25,000 in aggregate, due to a significant increase in

faculty, staff and student air travel. The UATP account provides the college with a cost-free billing program that makes air travel expense management efficient.

**Academic and Student Affairs**

**4. Correction to Agreement with Mercedes-Benz USA, LLC**

The committee recommended that the Board of Trustees approve the corrected agreement with Mercedes-Benz USA, LLC to provide training for entry-level technicians for Mercedes-Benz franchises. This Agreement will become effective February 22, 2023. Either party may terminate for any reason by providing written notice to the other party at least thirty (30) days prior to the effective date of termination. There is no cost to the college for this Agreement.

**5. Agreement with Loyola Medicine**

The committee recommended that the Board of Trustees approve an agreement with Loyola Medicine to enable Loyola employees enrolled as students in Triton College's PATH Grant-funded CNA program to participate in clinical education experiences at Loyola Medicine facilities. This Agreement will be effective March 1, 2023 through December 31, 2025. Either party may terminate the Agreement at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event that this Agreement is not renewed, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions set forth therein. There is no cost to the college for this Agreement.

**6. Addition and Change of Course Fees for Inclusive Access Program Effective Fall 2023**

The committee recommended that the Board of Trustees approve the inclusion of the cost of digital course materials in the course fees for BIS 240, BIS 241, CJA 111, CJA 121, CJA 181, ENT 104, MUS 104, MUS 110, PSY 210, PSY 205, PSY 210 and the increase in course fees for ACC 270, BUS 128, BUS 212, BUS 220, BUS 240, and BUS 275, as part of the McGraw Hill and Pearson Education "Inclusive Access" program.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Abezetian seconded, to forward Finance Exhibits 1 through 6 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

**PURCHASING SCHEDULES**

B45.11 Janitorial Supply Bid 2023 - Mr. McGarry recommended that the Board of Trustees accept proposals for Janitorial Supplies 2023, submitted by 1) North American Corporation for Categories 1 & 5, in accordance with their low

specified bid of \$47,038.46, and 2) Ferguson Facility Supply for Categories 2, 3 & 4, in accordance with their low specified bid of \$156,491.84.

**APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to forward Purchasing Schedule B45.11 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)**

- As of 1/31/23, Triton College is 58% (7/12th) through FY23.
- \$14,036,847 in tax revenue has been collected to date.
- The college has received 63% of the operating grant funds and 88% of the budget expectation in tuition and fees.

**ADJOURNMENT**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to adjourn the meeting at 4:16 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: March 8, 2023