

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

The meeting was called to order in the Boardroom (A300) by Trustee Potter at 4:01 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

Also present: Bianca Sola-Perkins, Danielle Stephens

### **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to approve the minutes of the December 4, 2024 Finance meeting. A voice vote was taken and the motion carried unanimously.

### **CITIZEN PARTICIPATION/PRESENTATION**

Mr. Klinger reported that a recommendation was made to hire full-time Nursing Assistant Faculty, Barbering/Cosmetology Faculty, and Child Care Center Director.

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

Added to payroll: \$427,910

Removed from payroll: \$412,533

NET addition to payroll: \$15,377

### **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 accept the proposed budget transfers to accommodate institutional priorities.

##### **2. Sievert Electric Baseball Scoreboard Purchase**

The committee recommended that the Board of Trustees approve the purchase and installation of a new Daktronics Baseball Field Scoreboard in the amount of \$59,459. The new scoreboard will replace the existing scoreboard that is over 14 years old and has begun to malfunction.

**3. Agreement with Premier Sports Medicine of FL, LLC**

The committee recommended that the Board of Trustees approve the Agreement with Premier Sports Medicine of FL, LLC for athletic trainer services beginning February 1, 2025 through June 30, 2025 on a permanent contractual basis. Premier will provide certified trainer at a rate of \$35,000 for this period. While our current contract with Athletico expires in June 2025, they have indicated in writing that they are unable to fulfill our athletic training needs and provide us with staff as contracted.

**4. Disposal of Obsolete Broadcast Equipment**

The committee recommended that the Board of Trustees approve the release and disposal of 272 items of obsolete, damaged, or unusable broadcasting-related equipment and supplies. Illiana Computer Recycling Inc., a disposal company that Triton has partnered with, will remove and dispose of the equipment at no cost to the college.

**Academic and Student Affairs**

**5. Agreement with Alexian Brothers Medical Center (DMS)**

The committee recommended that the Board of Trustees approve a Program Addendum to Master Affiliation Agreement (BOT approved 7-20-21) for the Diagnostic Medical Sonography Program with Alexian Brothers Health System, to enable students in Triton College's Diagnostic Medical Sonography program to participate in clinical education experiences at the site from January 29, 2025 until when terminated. In the event there is any conflict between this Addendum and the Agreement, the Addendum shall control. There is no cost to the college for this Agreement.

**6. Agreement with Alexian Brothers Medical Center (RSC)**

The committee recommended that the Board of Trustees approve a Program Addendum to Master Affiliation Agreement (BOT approved 7-20-21) for Respiratory Care with Alexian Brothers Health System, to enable students in Triton College's Respiratory Care program to participate in clinical education experiences at the site from January 29, 2025 until when terminated. In the event there is any conflict between this Addendum and the Agreement, the Addendum shall control. There is no cost to the college for this Agreement.

**7. Pre-Employment Welding Boot Camp – SPEER Academy**

The committee recommended that the Board of Trustees approve an Agreement with the Illinois Tool Works (ITW) David Speer Academy to offer a Pre-Employment Welding Boot Camp for up to twelve (12) students. The thirty-hour (30-hour) camp will be offered on campus on select Fridays from 10:00 am – 3:00 pm, over the course of six (6) weeks, from February 21, 2025 to May 9, 2025. Speer Academy will provide recruitment of students and pay Triton College a flat tuition fee that will

cover instruction, classroom/lab space, materials/supplies, and daily lunch. There is no cost to Triton College for this Agreement.

**8. Spring Break 2025 College for Kids Camp with District 97**

The committee recommended that the Board of Trustees approve an Agreement with Oak Park Elementary School District 97 (D97) to offer a “College for Kids Camp” for up to sixty (60) D97 students, March 24-27, 2025. College for Kids Camp provides middle school-aged students with the opportunity to learn about different career fields and the skills in various occupations. The full day camp will be offered on Triton’s campus. D97 staff will be responsible for recruiting students and Triton College staff will be responsible for supervising the students while on campus. All camp staff will be employed through Triton and will receive background checks conducted by D97 and paid for by Triton. D97 will cover 100% of their students’ tuition fees, which support instruction, classroom/lab space, materials/supplies, daily lunch, and transportation. There is no cost to Triton College for this Agreement.

**9. Spring Break 2025 College for Kids Camp with Friday Night Place**

The committee recommended that the Board of Trustees approve an Agreement with Fellowship Community Services, Inc., a/k/a Friday Night Place (FNP) to offer a “College for Kids Camp” for up to thirty (30) FNP students, March 24-27, 2025. FNP staff will be responsible for recruiting students and Triton staff will be jointly responsible for supervising the students while on campus. All camp staff will be employed through Triton and receive background checks conducted by Board of Education of Oak Park Elementary School District 97 and paid for by Triton. FNP will cover 100% of their students’ tuition fees, which support instruction, classroom/lab space, materials/supplies, daily lunch, and transportation. There is no cost to Triton College for this Agreement.

**10. TRIO SSS Campus/Historical Tour to Texas (Austin and Houston)**

The committee recommended that the Board of Trustees approve a TRIO/Student Support Services trip to Austin and Houston, Texas to provide minority, underrepresented and underserved students with the experience of guided tours to local universities and to expose them to regional culture. The tour will be held during the week of spring break, March 16, 2025 through March 19, 2025, and will not exceed \$25,000. This amount includes meals, hotel and flight fees, bus transportation within Texas, and activity registration fees. The trip is fully funded by the Department of Education TRIO SSS grant.

**Information Systems**

**11. Ellucian CRM Advise Software Renewal**

The committee recommended that the Board of Trustees approve a five-year renewal Agreement with Ellucian Corporation. This Agreement provides CRM Advise software subscription services from July 1, 2025 through June 30, 2030, for

a cost of \$90,290 in FY26; \$94,804 in FY27; \$99,544 in FY28; \$104,521 in FY29; \$109,747 in FY30 for a total cost to the college of \$498,906.

### **APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to forward Finance Exhibits 1 through 11 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

### **PURCHASING SCHEDULES**

B47.10 Summer 2025 - College Credit Schedule – Ms. Daniels recommended that the Board of Trustees accept a proposal for printing the Summer 2025 College Credit Schedule submitted by Woodward Printing in accordance with their low specified bid of \$22,312.

B47.11 FY 2025 Admissions Welcome Packet – Ms. Daniels recommended that the Board of Trustees accept a proposal for printing the FY25 Admissions Welcome Packet submitted by Grace Printing & Mailing in accordance with their low specified bid of \$5,750.

### **APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to forward Purchasing Schedules B47.10 and B47.11 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**

#### **Second Quarter Investment Report (Jim Reynolds)**

- On 12/18/24 the Federal Reserve lowered the federal funds rate by 25 basis points, reducing it from 4.50% to 4.25%, which was the third time in the calendar year 2024 (the lowest rate since February 2023).

#### **Monthly Financial Report (Jim Reynolds)**

- \$15,048,719 in tax revenue has been collected to date in FY25.
- The college has received 83% of the budget expectation for the year in tuition and fees. Today's enrollment report showed that credit enrollment is up 10% compared to this time last year.
- The college has received 44% of the base operating grant funds.
- The college has received 50% of the CTE Grant total amount and 26% of the CPPRT Grant total.
- Overall, expenditures are below budget and in line with expectations.
- Our cash and investment positions are satisfactory.

**ADJOURNMENT**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to adjourn the meeting at 4:18 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: February 5, 2025