

NASSAU COMMUNITY COLLEGE
FINANCE AND CAPITAL COMMITTEE
BOARD OF TRUSTEES MINUTES

Meeting of September 12, 2023

Finance & Capital Committee Members

John Durso, Chair

John A. DeGrace

Ronald Rosenberg

George Siberón

Omar Mayyasi and Abel Cantillo, College Liaisons

The meeting of the Finance and Capital Committee of the Board of Trustees was called to order by Trustee Durso at 5:02 p.m.

Committee members present: John Durso, Chair
 John A. DeGrace
 Ronald Rosenberg
 George Siberón

Other Trustees in attendance: Kathy Weiss
 Tibet Ateş, Student Trustee

Also in attendance: Acting President Conzatti
 Omar Mayyasi, Consulting VP for Finance and Administration
 Abel Cantillo, Acting Comptroller

AGENDA ITEMS

1. Minutes – The minutes of the June 13, 2023 meeting were approved. Trustee Siberón made the motion; seconded by Trustee DeGrace. Motion carried 4-0.

2. College Procurement Agreements for Board Approval – CannonDesign

The Cannon Design procurement agreement was presented. Dr. Mayyasi stated that there was an RFP that was issued and that Cannon was the only respondent. Trustee Rosenberg inquired as to why that would be. Dr. Mayyasi speculated that due to the size of the campus and the scope of work required in developing the Master Plan, not many firms have the capability to address the College's needs.

Dr. Mayyasi also noted that SUNY requires all campuses to produce a Capital Master Plan every ten years, and that the last plan was conducted in 2013.

RESOLVED, that the pending College Procurement Agreement with CannonDesign in the amount of \$1,938,250, as requested by AVP Facilities Management, Phillip Cappello, is approved by the Nassau Community College Board of Trustees Finance and Capital Committee and will be recommended to the full Board of Trustees for approval. (Funding Source: Capital)

Trustee Durso asked if there were any comments. There being none, a motion was requested to forward the resolution to the full Board of Trustees for approval. Trustee DeGrace made the motion; seconded by Trustee Rosenberg. Motion carried 4-0.

3. Donation of Artwork to Nassau Community College from Jane St. Lifer Art, Inc.

RESOLVED, that the Nassau Community College Board of Trustees Finance and Capital Committee recommends that the full Board of Trustees accepts the donation of approximately sixty-two pieces of art from various artists in varying mediums from Jane St. Lifer Art, Inc.

Finance and Capital Committee Meeting Minutes – September 12, 2023

Trustee Durso asked if there were any comments. There being none, a motion was requested to forward the resolution to the full Board of Trustees for approval. Trustee Rosenberg made the motion; seconded by Trustee DeGrace. Motion carried 4-0.

4. Donation of Desks to BOCES from Nassau Community College

NOW THEREFORE BE IT RESOLVED, that the Nassau Community College Board of Trustees Finance and Capital Committee recommends that the full Board of Trustees authorizes the donation of eighty-seven (87) student desks to BOCES, Department of Special Education, at 71 Clinton Road, Garden City, NY 11530; and

BE IT FURTHER RESOLVED THAT any associated transportation costs must be paid by BOCES, Department of Special Education.

Trustee Durso asked if there were any comments. Trustee Rosenberg inquired as to who decides that the desks are obsolete.

Phillip Cappello, AVP for Facilities Management, explained that with the renovation of Cluster C, tables with computer labs are now being utilized by students instead of the chair/desk combinations with the flat arm rests, which the College has in excess of 100.

A motion was requested to forward the resolution to the full Board of Trustees for approval. Trustee DeGrace made the motion; seconded by Trustee Rosenberg. Motion carried 4-0.

5. Office of the Comptroller's Report – presented by Abel Cantillo

- a. For the month of August, the Comptroller's Office examined 21 OTPS (Other than Personal Services) expenditures. They ranged in value from approximately \$1317 to \$311,216. All 21 expenditures were found to be in conformity with the Codes and Regulations of the State University of New York.
- b. We also had three personal service contracts. One of them being for a workshop related to Effective Board Governance and Preparation for Middle States Accreditation. Another workshop the College held was a two-day workshop for the incoming freshman student cohort in the Educational Opportunity Program. The third program was related to Environmental Health and Safety.
- c. For the Accounts Receivable Report, through August of 2023 we collected 94% of our student receivables, and that's comparable with what we received last year at this time.

6. Updates – presented by Omar Mayyasi

Dr. Mayyasi provided the board with an update stated that there is an energy to the campus now that school is back in session. He stated that the accounting team has worked over the summer with both CLA and the Bonadio Group to help the College think through what a month-end closing process would look like. He noted that he anticipates beginning the audit work for fiscal year 2023 much earlier than in the past, with hopes that the audit would be substantively complete by December.

Dr. Mayyasi then noted that the team had taken a very preliminary look at fiscal year 2023, noting that nothing jumps out as needing to change any assumptions at this point. He commended Ted Gutman for doing a fantastic job in coming up with the budget estimates and projections.

Trustee Durso thanked Dr. Mayyasi for all of his hard work with the team and for doing an outstanding job.

The meeting adjourned at 5:17 p.m.

Respectfully submitted,

/s/ Omar Mayyasi

Omar Mayyasi

Consulting Vice President for Finance & Administration