

# AGENDA – SCCC DORMITORY CORPORATION

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SUNY SULLIVAN

Wednesday, July 26, 2021 4:30pm

Farrow Board Room

1. Call to Order
2. Action Items:
  - a. Approval of the March 11, 2021 Meeting Minutes
  - b. Approval of Resolution #D029-21 Approval of Bank Signatories
  - c. Approval of Resolution #D030-21 Approval of Fiscal Years 2021-2022 Operating Budget
  - d. Approval of Residential Director Hires
3. Discussion Items:
  - a. Slate of Officers/ Board Members
  - b. Current year Budget
  - c. Reopening Plan
  - d. Vaccine Policy
  - e. Dorm Refinance
4. Executive Session

*Executive sessions are held for purposes of discussing proposed or pending current litigation, the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.*
5. Adjournment

**MINUTES**  
**SCCC Dormitory Corporation**  
**BOARD OF DIRECTORS MEETING**  
**March 11, 2021**

**BOARD PRESENT:** C. Gozza, H. LeRoux Ohm, K. Pomakoy, N. Steingart, S. Vegliante

**ALSO PRESENT:** J. Quaintance, F. Deming, C. DePew, D. Waller-Frederick, A. Biagini

This meeting was held via Video Conference. C. Gozza called the meeting to order at 9:02am.

Kevin Testo, The Bonadio Group, presented the 2019/2020 Audited Financial Statements to the Board. There were no material Findings.

**Action Items:**

**Approval of the 2019- 2020 Financial Audit**

**Motion by S. Vegliante to approve the 2019/2020 Financial Audit, seconded by N. Steingart and passed**

Vote:	C. Gozza	yes	K. Pomakoy	yes
	H. LeRoux Ohm	yes	N. Steingart	yes
	S. Vegliante	yes		

**Approval of the October 7, 2020 Meeting Minutes**

**Motion by N. Steingart to approve the October 7, 2020 Meeting Minutes, seconded by S. Vegliante and passed.**

Vote:	C. Gozza	yes	K. Pomakoy	yes
	H. LeRoux Ohm	yes	N. Steingart	yes
	S. Vegliante	yes		

**Approval of the January 6, 2021 Special Meeting Minutes**

**Motion by S. Vegliante to approve the January 6, 2021 Special Meeting Minutes, seconded by K. Pomakoy and passed.**

Vote:	C. Gozza	yes	K. Pomakoy	yes
	H. LeRoux Ohm	yes	N. Steingart	yes
	S. Vegliante	yes		

**Approval of the February 18, 2021 Special Meeting Minutes**

**Motion by K. Pomakoy to approve the February 18, 2021 Special Meeting Minutes, seconded by N. Steingart and passed.**

Vote:	C. Gozza	yes	K. Pomakoy	yes
	H. LeRoux Ohm	yes	N. Steingart	yes
	S. Vegliante	yes		

**Approval of the 2021/2022 Lazarus Levine Residence Hall Room Rates**

F. Deming presented a draft budget which included the proposed 21/22 Room Rates to the Board. The draft budget was developed using revenue from filling 276 beds which includes both single room rates and double room rates. The draft budget does not include Sullivan County Resident Rates, if rooms are available they will be offered to Sullivan County students at a discount. Additional discussion included quarantine space, necessary repairs and inspections to get the dorms reopened including work related to COVID-19 guidance, a draft cleaning plan and visitor policy. The following rates were presented for a vote,

**2021- 2022 Dormitory Room Rates Lazarus I Levine Residence Hall**

**Fall 2021**

Double Room	\$3758.00
Single Room	\$4376.00
Sullivan County Resident	\$1,694.00

**Spring 2022**

Double Room	\$3,758.00
Single Room	\$4,376.00
Sullivan County Resident	\$1,694.00

**Motion by K. Pomakoy to approve the 2021/ 2022 Room Rates, seconded by N. Steingart and passed.**

Vote:            C. Gozza            yes                    K. Pomakoy        yes  
                     H. LeRoux Ohm    yes                    N. Steingart        yes  
                     S. Vegliante        yes

Discussion Items:

Reopening Plan:

- Chris DePew, Dean of Student Development Services reported,
  - Working on a written reopening plan that will be brought to the board

C. Gozza lost connecting at 9:42am. S. Vegliante took over as Chair.

- Quarantine Plan Discussion
  - Update the housing contract with this information
  - Meet with students prior to arrive to discuss expectations
  - Review SUNY Guidance on Testing
  - Review SUNY Guidance on Vaccination requirement
  - Develop a team to deliver food and other aspects of Quarantine
  - An "Isolation Wing" has been reserved for Quarantine which includes 26 beds

A student vaccination clinic was dicussed as a way to encourage Students to get the COVID-19 Vaccine.

C. Gozza returned to the meeting at 9:52am.

**Motion by K. Pomakoy to adjourn the meeting at 9:52am, seconded by N. Steingart and passed.**

Vote:            C. Gozza            yes                    K. Pomakoy        yes  
                     H. LeRoux Ohm    yes                    N. Steingart        yes  
                     S. Vegliante        yes

Respectfully submitted,

Nathan Steingart  
SCCCDC Board of Directors, Secretary  
Recorded by: M. Caycho

DRAFT

Sullivan County Community College  
Dormitory Corporation

Tel: 845-436-4890

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**RESOLUTION #D029-21**

**RE: APPROVAL OF BANK SIGNATORIES**

**WHEREAS:** Sullivan County Community College Dormitory Corporation maintains several accounts with Jeff Bank including Operating, Payroll, and Student Deposit; and

**WHEREAS:** the Board of Directors of Sullivan County Community College Dormitory Corporation must grant approval to become official bank signatories on these accounts in order to conduct official dormitory corporation business; and

**WHEREAS:** the following Sullivan County Community College Dormitory Corporation officers and directors require this approval:

- Jay Quaintance, College President
- Christopher Gozza, Chair of Sullivan County Community College Dormitory Corporation

**NOW, THEREFORE BE IT RESOLVED,** that the Board of Directors of Sullivan County Community College Dormitory Corporation grants approval to the officers and directors listed above to become signatories on Sullivan County Community College Dormitory Jeff Bank accounts including Operating, Payroll, and Student Deposit, in order to conduct official Dormitory Corporation Business.

Certified as a true copy of the Resolution adopted by  
the Sullivan County Community College Dormitory Corporation  
at its meeting held on July 26, 2021.

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Nathan Steingart, Secretary  
Sullivan County Community College  
Dormitory Corporation

**RESOLUTION #D030-2021**

**RE: APPROVAL OF FISCAL YEARS 2021-2022  
OPERATING BUDGET**

**WHEREAS:** Sullivan County Community College Dormitory Corporation has formulated its Fiscal Year 2021-22 Operating Budget at a total of \$1,585,186 and

**WHEREAS:** said Operating Budget must be adopted by the SCCDC Board of Directors; and

**NOW, THEREFORE BE IT RESOLVED,** that the Board of Directors of Sullivan County Community College Dormitory Corporation hereby adopts a Fiscal Year 2021-2022 Operating Budget of \$1,585,186 dated July 26, 2021 delineated as follows:

REVENUE		EXPENSE	
Application Fee	4,000	Annual IDA Lease	3,250
ATM Commission	2,250	Audit	7,500
Defaulted Deposits	10,000	Bad Debt	5,600
ECO Green	2,000	Cable TV	3,231
Housing Payments	1,535,636	Camera Maintenance	10,000
Student Programming Fee	20,300	Electricity	54,448
Laundry Coin Income	5,000	Elevator Contract	6,500
Vending Commission	6,000	Elevator Maintenance	10,000
		Elevator Inspection	800
		Equipment	3,500
		Extermination	1,500
		Fire Alarm Contract	14,200
		Fire Alarm Repairs	6,500
		Fire Alarm Inspection	200
		Internet	16,200
		Interest for Foundation Loan	8,700
		Janitorial Contract	120,150
		Janitorial Supplies	12,000
		Janitorial Summer Cleaning	25,360
		Legal Expense	1,000
		Liability Insurance	40,000
		LP Gas	15,000
		Miscellaneous	1,000
		Office Expense	6,000
		RA Training	3,800
		Repair Contractor	16,000
		Repair Material	15,000

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		RD Apartment Upgrades	3,000
		Security Services	154,000
		Sterling Mortgage Interest	295,363
		Sterling Mortgage Principal	271,000
		Student Programming Fee	20,300
		SBA Loan Repayment	5,128
		SUNY Sullivan Loan to Dorm	8,000
		Telephone	5,583
		Town of Fallsburg	43,242
		Trash Removal	7,000
		Water and Sewer	15,000
		Wireless Internet	5,998
		MOU SUNY Sullivan	204,000
		Payroll Expense – Res Hall Directors	63,000
		Payroll Expense - Staff Benefits	13,760
		Budget Reserve	63,373
Total	1,585,186	Total	1,585,186

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Nathan Steingart, Secretary  
Sullivan County Community College  
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