

# AGENDA – SCCC DORMITORY CORPORATION

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SUNY SULLIVAN

Thursday, May 21, 2020 11:30am

Video/ Phone Conference

1. Call to Order
2. Action Items:
  - a. Approval of the January 24, 2020 Meeting Minutes
  - b. Approval of the April 24, 2020 Meeting Minutes
  - c. Approval of the Housing Refund Calculation
3. Discussion Items:
  - a. Plan for retrieval of students belongings
  - b. Potential Fall Occupancy

#### 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**  
**January 15, 2020**

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

**ALSO PRESENT:** J. Quaintance, D. Waller-Frederick, N. Feller

C. Gozza called the meeting to order at 5:37pm with the pledge of allegiance.

J. Quaintance stated that S. Jaffe has stepped down from the Dormitory Corporation Board as the BOT representative.

**Approval of Minutes:**

**Motion by N. Steingart to approve the minutes of the June 18, 2019 meeting and September 25, 2019 meeting, seconded by H. Ohm and passed.**

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

**S. Vegliante joined the meeting at 5:39pm.**

**Approval of Resolution #D025-2020 APPROVAL OF BANK SIGNATORIES:**

**RESOLUTION #D025-2020**

**RE: APPROVAL OF BANK SIGNATORIES**

**Whereas,** Sullivan County Community College Dormitory Corporation maintains several accounts with Jeff Bank including Operating, Payroll, and Deposits; and

**Whereas,** officers of the dormitory corporation must obtain Sullivan County Community College Dormitory Corporation approval to become official bank signatories on these accounts in order to conduct official business; and

**Whereas,** the following Sullivan County Community College Dormitory Corporation directors and College President require this approval:

- Dr. Keith Pomakoy, Treasurer, SCCCDC Board of Directors
- Jay Quaintance, President, SCCC

**Now Therefore Be It Resolved** that through this resolution the Board of Directors of Sullivan County Community College Dormitory Corporation hereby grants approval to the officers listed above to become signatories on Sullivan County Community College Dormitory Corporation Jeff Bank accounts including, Operating, Payroll and Deposits, in order to conduct official board business.

**Motion by S. Vegliante to approve Resolution D025-2020 Approval of Bank Signatories, seconded by N. Steingart and passed.**

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

**Financial Report:**

N. Feller, Senior Account Clerk:

- Reviewed the financial statements with the board

- Reported that the approved room rate increase has been implemented for the Spring Semester
- Dorm occupancy is up 13% from this time last year
- 18/19 Audit begins next week

**Residence Hall Update:**

J. Quaintance, President, introduced Debra Waller Frederick, Associate Dean of Student Engagement to the board.

D. Waller- Frederick, Associate Dean of Student Engagement  
Reported:

- Since starting October 1, 2019, significant changes in management of the Residence Hall have been implemented.
- The RA and RD training schedule for the Spring Semester was distributed to the board. Training will begin on 1/18/2020. There are five new RA’s on staff for the Spring semester.
- The current enrollment in the Lazarus Levine Residence Hall is
  - 174 students, including 6 Residential Associates
  - 46 Excelsior Conservation Corp Residents
- The goal for the Fall 2020 is to fill all available beds.
- Due to a recent power outage, the phone lines in the Residence Halls were down. The company with whom the phone lines are through are no longer based in NY and getting back online became troublesome. We are looking to see if the phone lines can be moved over to Verizon to prevent issues or delays in the future.
- Looking to increase programming in the Dorms for the Spring Semester. New programming will focus on academic success and will include various departments throughout the college.

**SCCC President’s Report-**

J. Quaintance reported that James Sammann, Director of IT, is ordering new WiFi access point to test in the dorms. The current access points are dated and not functioning properly which is leading to slow wifi. Replacing all of the access points would cost approximately \$30,000.

D. Waller-Frederick suggested testing it in the Laundry Room where students have trouble accessing wifi.

**Executive Session:**

There was no executive session.

**Adjournment**

**Motion by S. Vegliante to adjourn the meeting at 6:35pm seconded by K. Pomakoy 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

**MINUTES**  
**SCCC Dormitory Corporation**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**April 24, 2020**

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

**ALSO PRESENT:** J. Quaintance, F. Deming, C. Depew, D. Waller-Frederick,

This meeting was held via Video Conference. C. Gozza called the meeting to order at 5:00pm.

**Executive Session:**

C. Gozza stated there was a need to enter into executive session to discuss proposed or pending current litigation; medical, financial, credit or unemployment history of a person or corporation or matters leading to the appointment; employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

**Motion by S. Vegliante to enter into Executive Session at 5:02pm, seconded by K. Pomakoy and passed**

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

**Motion by N. Steingart to resume regular session at 5:23pm, seconded by H. LeRoux Ohm and passed.**

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

S. Vegliante left the meeting at 5:23pm.

C. Gozza stated that due to the COVID-19 pandemic and the uncertainty and financial stress the Dormitory Corporation is facing, the board must layoff the two Residential Directors, Daeja Sullins and Terel Marshburn.

**Motion by N. Steingart to issue employment layoff notifications to the SCCDC Residential Directors, seconded by L. LeRoux Ohm and passed.**

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

C. Gozza stated that the Board appreciates the RD's hard work and hopefully there will be opportunities to work with both RD's in the future.

**Adjournment**

**Motion by N. Steingart to adjourn the meeting at 5:25pm seconded by K. Pomakoy and passed.**

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

Respectfully submitted,

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

DRAFT