

AGENDA – FINANCE AND DEVELOPMENT COMMITTEE

SUNY SULLIVAN

Tuesday, January 21, 2020, 3:30pm

Farrow Family Foundation Board Room

1. Call to Order
2. Action Items:
 - a. Approval of July 25, 2019 Minutes
 - b. Approval of September 26, 2019 Minutes
3. Discussion Items:
 - a. Spring Enrollment
 - b. Financial Statements
 - c. 2018- 2019 Audit Schedule
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

**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES FINANCE COMMITTEE
MINUTES
July 25, 2019**

MEMBERS PRESENT: S. Jaffe, Chair, T. Hamlin, S. Drobysh, P. Gunther

ALSO PRESENT: J. Quaintance, D. Raynor, F. Deming

S. Jaffe called the meeting to order at 2:31pm

J. Quaintance introduced Faith Deming, Controller to the committee.

Approval of Minutes from the January 17, 2019 Finance Committee meeting

Motion made by T. Hamlin to approve the minutes of the January 17, 2019 meeting, seconded by P. Guenther. Motion carried.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysh	absent
	S. Jaffe	yes

S. Drobysh joined the meeting at 2:40pm

Discussion Items:

1. Fall Enrollment

J. Quaintance reported,

- Enrollment is up 8% from this time last year.
- We are up 9.2% in Full Time Students and up in in-county students
- Student Athlete bus from NYC is scheduled for 8/7/19
- We have a goal of recruiting 150 student athletes, a 20 % increase from last year
- We have 48 new Nursing Students entering their first year. Laura Northrup has joined us as the Director of the program through an agreement signed with CRMC.
- Changes to academic policies and the enrollment process have helped to improve enrollment and retention.

2. Cash Flow Analysis

- D. Raynor distributed a Cash Flow analysis for the committee to review

3. Financial Statements

- D. Raynor distributed Financial Statements to the committee
- D. Raynor stated he has a call with The Bonadio Group scheduled for August 15th to discuss the upcoming audit.

Executive Session:

Motion by T. Hamlin to enter into executive session at 2:59pm to discuss a legal matter, seconded by P. Gunther.

Motion Carried.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysh	yes
	S. Jaffe	yes

Motion by T. Hamlin to resume regular session at 3:06pm seconded by P. Gunther. Motion Carried.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysh	yes
	S. Jaffe	yes

Motion by S. Drobysh to adjourn the meeting at 3:07pm, seconded by T. Hamlin. Motion carried.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysh	yes
	S. Jaffe	yes

Submitted by S. Jaffe, Finance Committee Chair

Recorded by M. Caycho

**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES FINANCE COMMITTEE
MINUTES
September 26, 2019**

MEMBERS PRESENT: S. Jaffe, Chair, T. Hamlin, S. Drobysch, P. Gunther

ALSO PRESENT: J. Quaintance, F. Deming

S. Jaffe called the meeting to order at 3:00pm

S. Jaffe asked for a motion from the board to enter into executive session to discuss a potential legal matter.

Motion by S. Drobysch to enter into executive session at 3:01pm to discuss a potential legal matter, seconded by T. Hamlin and passed.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysch	yes
	S. Jaffe	yes

Motion by P. Guenther to resume regular session at 3:23pm, seconded by S. Drobysch and passed.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysch	yes
	S. Jaffe	yes

Approval of Minutes from the July 25, 2019 Finance Committee meeting:

-Tabled until the next meeting

Discussion Items:

1. Fall Enrollment

J. Quaintance reported,

- Enrollment is up 4.4 FTE and up 5.6 in Head Count, these numbers do not include HS and Prison
- 171 Student Athletes, up 36 from last year and exceeded this year's goal
- Student Athlete bus from NYC is scheduled for 8/7/19
- We have 48 new Nursing Students up from 32 last year
- Changes to academic policies and the enrollment process have helped to improve enrollment and retention.

2. Financial Statements

- F. Deming distributed Financial Statements to the committee for review

Motion by S. Drobysch to adjourn the meeting at 3:33pm, seconded by T. Hamlin. Motion carried.

Vote:	P. Guenther	yes
	T. Hamlin	yes
	S. Drobysch	yes
	S. Jaffe	yes

Submitted by S. Jaffe, Finance Committee Chair

Recorded by M. Caycho