

AGENDA – FINANCE AND DEVELOPMENT COMMITTEE

SUNY SULLIVAN

Tuesday, May 12 2020, 3:30pm

VIA VIDEO CONFERENCE

1. Call to Order
2. Action Items:
 - a. Approval of March 5, 2020 Minutes
3. Discussion Items:
 - a. 2020-2021 Tuition and Fee Schedule
 - b. Budget Scenarios & Preparation
 - c. Financial Statements
 - d. 2018- 2019 Audit Update

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
March 5, 2020**

MEMBERS PRESENT: S. Jaffe, Chair, T. Hamlin, S. Drobysh, P. Guenther (on phone)

ALSO PRESENT: J. Quintance, F. Deming

S. Jaffe called the meeting to order at 3:35pm with The Pledge of Allegiance.

Action Items:

Approval of Minutes from the January 21, 2020 Finance Committee meeting:

Motion by T. Hamlin to approve the minutes of the January 21, 2020 meeting, seconded by S. Drobysh. Motion carried.

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

Discussion Items:

a. Spring Enrollment:

J. Quintance, President Reported,

- After the purge date enrollment is still up from last year
- Fell short in on-campus goal, \$19,215.00 short of budgeted Spring Enrollment.
- Enrollment management was asked to review the students we lost after the purge date and analyze the data
 - Students who registered early or had financial constraints were lost.
- Summer Registration is beginning as well as registration for returning students
- Upcoming Recruitment Events
 - Culinary Day
 - Discover SUNY Sullivan Day
 - Registration Day(s)
- Currently have 76 Nursing Student Applications
- DSP & CASAC programs will be ready for the Fall.

b. Financial Statements

F. Deming, Controller

- Reviewed the Financial Statements with the committee
- Spring Chargebacks are in with a \$365,000 variance from what was budgeted
- County Payments were delayed, payment should come next week.
- State Aid will come in the next couple of weeks.
- ECC payments were received.

- The committee reviewed the AP Report and the Cash Flow Report.

J. Quaintance stated that administration will create a “Fact Sheet” to show the impact of contractual obligations on the budget. The data will include Health Insurance, Overtime and Snow Days. This will help with the upcoming PSA negotiations. The Board Snow Day Policy has not been enforced, but will be moving forward.

c. 2018- 2019 Audit Schedule

F. Deming, Controller

- Auditors have finished their work on the college audit, they continue their work on the Auxiliary boards.
- They are expected to be finished at the end of March.

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

Motion by S. Drobysh to enter into executive session at 4:09pm to discuss a potential legal matter, seconded by T. Hamlin and passed.

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

Motion by T. Hamlin to resume regular session at 4:16pm, seconded by S. Drobysh and passed.

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

Motion by T. Hamlin to adjourn the meeting at 4:17pm, seconded by S. Drobysh and passed.

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

Submitted by S. Jaffe, Finance Committee Chair

Recorded by M. Caycho