

AGENDA – SCCC DORMITORY CORPORATION

SUNY SULLIVAN

Monday, December 19, 2022 4:30pm

Farrow Board Room

1. Call to Order
2. Action Items:
 - a. Approval of Resolution #D032-2022 Adoption of Chapter 56 of Open Meetings Law
 - b. Approval of the June 16, 2022 Meeting Minutes
 - c. Approval of updated MOU
3. Discussion Items:
 - a. Current year Budget
 - b. Enrollment
 - c. Audit
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

RESOLUTION #D032-2022

**RE: ADOPTION OF CHAPTER 56 OF OPEN
MEETINGS LAW**

WHEREAS, by passing Chapter 56 of the Laws of 2022 ("Chapter 56"), the New York State Legislature amended Section 103 of the Open Meetings Law; and

WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting Sullivan County Community College Dormitory Corporation to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and

WHEREAS, Section 103-a(2)(a) requires Sullivan County Community College Dormitory Corporation to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances; and

WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring "that a minimum number of members are present to fulfill the public body's quorum requirement in the same physical location or locations where the public can attend"; and

WHEREAS, Section 103-a(2)(c) requires that members be physically present at any such meeting "unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances . . . including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting"; and

WHEREAS, in accordance with Section 103-a(2)(d), any members attending by videoconference must, except during executive session, be "heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon"; and

WHEREAS, Section 103-a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the Sullivan County Community College Dormitory Corporation webpage within five business days, and transcribed upon request; and

WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference.

BE IT RESOLVED, that the Sullivan County Community College Dormitory Corporation authorizes its members who experience an extraordinary circumstance, as described above and further defined by any rules or written procedures later adopted, to attend meetings by videoconference: (i) as long as a quorum of the members attend in-person at one or more locations open to the public; (ii) as long as the

member can be seen, heard, and identified while the open portion of the meeting is being conducted; and (iii) as otherwise permitted under Chapter 56 of the Laws of 2022; and be it further

RESOLVED, that the Sullivan County Community College Dormitory Corporation shall create written procedures further governing its use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Dormitory Corporation
at its meeting held on December 19, 2022

Helena LeRoux Ohm, Secretary
Sullivan County Community College
Dormitory Corporation

MINUTES
SCCC Dormitory Corporation
BOARD OF DIRECTORS MEETING
Farrow Board Room
June 16, 2022

BOARD PRESENT: C. Gozza (via video), H. LeRoux Ohm (via video), N. Steingart (via video), S. Vegliante

ALSO PRESENT: J. Quaintance, M. Singer

C. Gozza called the meeting to order at 4:36pm.

J. Quaintance introduced M. Singer, Vice President for Academic and Student Affairs.

Action Items:

a. Approval of the July 26, 2021 Meeting Minutes

Motion by S. Vegliante to approve the July 26, 2021 Meeting Minutes, seconded by N. Steingart and passed

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

b. Approval of 22/23 Dormitory Room Rates

2022- 2023 Dormitory Room Rates
Lazarus I Levine Residence Hall

Fall 2022

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

Spring 2023

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

Motion by N. Steingart to approve the 22/23 Dorm Room Rates, seconded by L. Ohm and passed

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

c. Approval of Resolution #D031-2022 Approval of Fiscal Years 2022- 2023 Operating Budget

J. Quaintance presented the draft Budget to the Board. This budget is based off of 396 living in the Residence Hall for the academic year. Due to a lack of revenue from the past two years because of the pandemic, the dorm owes the college \$800,000/ The college received federal relief funds, but the dorms did not.

C. DePew reported there are currently 64 athletes committed for the upcoming year, they are expecting 110- 115 student athletes to reside in the dorms.

S. Vegliante asked where the college's enrollment is. J. Quaintance stated that we are in the same place that we were this time last year, but applications are up. We have to turn the applications into enrolled students.

J. Quaintance stated we are looking into additional revenue streams for the dorms such as summer rentals and the return of the "Learn while you Earn" summer program. We will also be completing an application to bring an EOP program to the college which will provide additional Financial Aid to students and can help boost enrollment.

K. Baker shared that there was an updated budget that was shared but not circulated to the group. The SBA loan payment included in the budget is \$150,000, but the actual repayment for 22/23 is \$1,282.00.

RESOLUTION #D031-2022

**RE: APPROVAL OF FISCAL YEARS 2022-2023
OPERATING BUDGET**

WHEREAS: Sullivan County Community College Dormitory Corporation has formulated its Fiscal Year 2022-23 Operating Budget at a total of \$1,686,750 and

WHEREAS: said Operating Budget must be adopted by the SCCCDC 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 2022-2023 Operating Budget of \$1,686,750 dated June 16, 2022 delineated as follows:

REVENUE		EXPENSE	
Application Fee	10,000	Annual IDA Lease	3,250
ATM Commission	2,000	Audit	7,500
Defaulted Deposits	3,000	Bad Debt	500
Housing Payments	1,488,682	Cable TV	3,000
Student Programming Fee	13,500	Camera Maintenance	5,000
Laundry Coin Income	5,000	Electricity	80,000
Vending Commission	4,000	Elevator Contract	7,000
		Elevator Maintenance	10,000
		Equipment	1,000
		Extermination	1,500
		Fire Alarm Contract	14,200
		Fire Alarm Maintenance	5,000
		Internet	16,200
		Interest for Foundation Loan	7,000
		Janitorial Contract	138,150
		Janitorial Supplies	12,000
		Legal Expense	1,000
		Liability Insurance	40,000
		LP Gas	20,500
		Miscellaneous	2,000
		Office Expense	4,000
		RA Training	3,000

		Repair Contractor	10,000
		Repair Material	15,000
		RD Apartment Upgrades	5,000
		Security Services	155,000
		Sterling Mortgage Interest	588,000
		Student Programming Fee	13,500
		SBA Loan Repayment	1,282
		Telephone	5,000
		Town of Fallsburg	45,000
		Trash Removal	8,000
		Water and Sewer	15,000
		Wireless Internet	6,000
		MOU SUNY Sullivan	201,000
		Payroll Expense – Res Hall Directors	63,000
		Payroll Expense - Staff Benefits	13,600
		Total	1,526,182
Total	1,526,182.00		

Motion by S. Vegliante to approve Resolution #D031-2022 Approval of Fiscal Years 2022-2023 Operating Budget with the amendment of the SBA Loan Repayment from \$150,000 to \$1,282, seconded by L. Ohm and passed.

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

d. Approval of 2020/2021 Audited Financial Statements

Motion by S. Vegliante to approve the 2020/2021 Audited Financial Statements, seconded by N. Steingart and passed.

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

e. Approval of Slate of Officers

C. Gozza allowed for nominations from the floor,
S. Vegliante, Chair
N. Steingart, Vice Chair
L. Ohm, Secretary
C. Gozza, Treasurer

Motion by N. Steingart to approve the presented slate of officers and vote on the positions concurrently, seconded by L. Ohm and passed.

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

S. Vegliante thanked Chris Gozza for his leadership as the Board Chair throughout the past few years.

Discussion Items:

a. Current year Budget

K. Baker reported the current year budget is \$733,008.69. There is a summer rental to the Forestburgh Playhouse this year.

d. Planned Programming

C. DePew stated this past year of programming in the Residence Hall was very successful thanks to our Student Activities team that includes Jamie Brooks and Deb Waller- Frederick. Several events were held in the dorms and led by the SGA. This coming year we have 3 RA's returning all of which have a 3.0 or higher. We will continue to fill RA positions this summer and bring them back for training before the Fall semester. We will also be holding tutoring workshops in the Residence Hall this Fall that will be lead by full time Faculty.

e. Dorm Refinance

J. Quaintance stated that the refinance work is at a standstill. S. Vegliante stated that he would like to have a call with Dave Barr and Jay. Maura will work on scheduling this call.

Motion by L. Ohm to adjourn the meeting at 5:25pm, seconded by N. Steingart and passed.

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

Respectfully submitted,

Linky LeRoux Ohm
SCCADC Board of Directors, Secretary
Recorded by: M. Caycho