

**MINUTES**  
**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**Farrow Family Foundation Board Room**  
**January 18, 2024**

**TRUSTEES PRESENT:** T. Hamlin, Vice Chair, P. Adams, Board Secretary , P. Guenther (via zoom), Treasurer, S. Drobysh, L. Holmes, A. Kane (via zoom), E. Galligan (via zoom),

**TRUSTEES ABSENT:** N. Hackett, Chair, S. Jaffe

**ALSO PRESENT:** K. Crabill, E. Davis, R. Hanofee, N. Slevin Nikolados, S. Welsh, J. Wrage, C.Buckler

T. Hamlin chaired the meeting and called the meeting to order at 3:30 pm with the pledge of allegiance.

**Consent Agenda:**

All agenda items tabled due to not having a quorum.

**Community and public feedback**

There was no public comment.

**College Report**

R. Hanofee will present the college report during the President's report.

**Faculty Council Representative to the Board Report**

Faculty Council representative was unable to attend the meeting.

**Chairperson's Report**

N. Hackett was unable to attend the meeting. T. Hamlin thanked the finance office for the robust financial statements.

**Trustee Reports**

**Student Trustee**

F. Lovejoy reported,

- The food pantry received a \$3,000 donation from the Ulster Savings Charitable Foundation.
- RA Training is in progress
- The SGA is planning a multicultural food event
- Will be hosting a welcome back bingo on January 21<sup>st</sup> to kick off the Spring semester.

N. Hackett joined the meeting via zoom at 3:32 pm.

### Finance

P. Gunether reported,

- Enrollment is ahead of last year and we are on track to exceed our goal
- Current enrollment numbers do not include those in the College in the High School program.
- Thanked the enrollment team, advisors and learning center staff for all their hard work with enrollment and retention efforts.
- S. Welsh, VP for Administrative Services to begin developing budget assumptions for next year that include a flat county contribution, and state allocation. The plan is to present to the board for approval at the March meeting a budget for the next year, and a tuition and fee schedule.
- We are behind on our audit submission to SUNY. It was due last week.

### Health Science Studies

No report at this time.

### Foundation

P. Adams, reported,

- Thanked Jose Herrera for his leadership and commitment to the board. As well as, K. Crabill and E. Davis for their leadership and assistance.
- The foundation will be hosting a connections dinner on February 22<sup>nd</sup> for those who have expressed interest in the college and who would like to potentially serve on the board.
  - T. Hamlin asked that the chairman of the foundation board do a presentation to the Board of Trustees

### Workforce Development & Community Partnerships

There was no report at this time.

### **Presidents Report:**

Dr. Kathleen Crabill, Officer in Charge

- Reported
  - Shared with the board the chart on how the assessment would help inform the budget, which is a requirement for Middle States, and this would specifically link to Standard six (6).
  - Shared the *Planning and Assessment and Budget Calendar* that shows a timeline for assessments, budget development and approval that includes the board of trustees.

R. Hanofee presented on the changes and processes being implemented to bring the college into compliance with Standards five (5) and six (6).

**Executive Session**

A motion was made to enter into executive session. However, without a quorum, it would not pass, and therefore, the meeting adjourned at 4:01 pm, and the board convened for a brief study session.

Respectfully submitted,

P. Adams

Secretary to the Sullivan County Community College Board Trustees

Recorded by K. Gibson