

**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES FINANCE COMMITTEE  
MINUTES  
March 13, 2025**

**TUSTEES PRESENT:** P. Guenther, Chair, S. Drobysh, N. Hackett,

**TRUSTEE ABSENT:** P. Guenther, Chair, S. Jaffe

**ALSO PRESENT:** D. Potash, S. Welsh

The meeting was called to order at 2:32pm.

**ACTION ITEMS:**

All items were tabled due to not having quorum.

**DISCUSSION ITEMS**

a.) Audit by RBT Partner Donna Crowley

Donna reported,

- Three partners are currently working on the audit.
- For fiscal year 2022-2023, the SED had questions regarding federal awards provided to the auditors didn't include Perkins, which caused the questions. The auditors revised the statements and did additional testing, and the results were resubmitted to the SED on March 3rd. There has been no update from the SED at this time.
- These findings from the SED did not change the college's financial numbers.
- The Fiscal Year 2023-2024 audit is awaiting updated trial balances from the college to move forward.
  - Welsh noted that the Controller will return to the office on Monday, and the trial balance will be updated.
    - Potash noted that Jenzabar's general ledger needs attention to improve office efficiency in Finance. An improved system would have prevented the delay. The college is discussing creating a shared system to get on banners with the SUNY CIO. More information will be shared after their meeting in April.
    - Drobysh asked that the auditors be involved in this process too and that another meeting with auditors be scheduled in three weeks for an update, April 3rd @ 2:30 pm.

b.) Tuition and Fee Schedule

S. Welsh reported,

- No changes from last year are being recommended. We cannot increase tuition without exceeding TAP.

S. Drobysh asked for information on addressing the Governor's free tuition proposal. D. Potash noted that the college has submitted a plan to SUNY for a grant to assist adult learners. We are one of twenty-two colleges that received this grant of \$50,000. A group of staff is working to identify what programs to bring on and changes to scheduling operations. The group will continue to meet throughout the summer and work with Laura Quigley and the County on needs within the county. We have partnered with BOCES to use their facilities to offer programming.

Additionally, the Director of Workforce Development is working to assist those being laid off from Frito-Lay. We have offered the testing center to provide access to GED testing. Once the Attain lab is on campus, we can help facilitate GED test prep. The college should begin looking into applying for a Title II ESL grant when it becomes available in 2027.

c.) Budget Proforma

S. Welsh reported,

- The proforma shows where the college was in FY 22/23, and where we are now in the current year.
- Chargebacks are due, so the numbers may change slightly.
- County contributions are coming in.
- The categories listed will be what is used in the budget proposal to the board and county and are based on feedback from the county to align where funds are being spent more clearly.

**EXECUTIVE SESSION**

**There was no executive session.**

**ADJOURNMENT**

The meeting adjourned at 3:32pm.

Submitted by P. Guenther, Finance Committee Chair

Recorded by K. Gibson