

**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES FINANCE COMMITTEE  
MINUTES  
May 15, 2025**

**TUSTEES PRESENT:** S. Drobysh, N. Hackett, S. Jaffe

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

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

S. Drobysh chaired the meeting.

The meeting was called to order at 2:41pm.

**ACTION ITEMS:**

**Motion by S. Jaffe to approve the meeting minutes of September 19, 2024, November 21, 2024, January 18, 2024 as a block, seconded by N. Hackett, and passed.**

Vote:	P. Guenther	absent
	N. Hackett	yes
	S. Drobysh	yes
	S. Jaffe	yes

**The March 13, 2025 minutes were tabled until the next meeting.**

**DISCUSSION ITEMS**

**a.) Audit**

D. Potash reported,

- Jenzabar infrastructure has been a problem. The college has spent an additional \$200,000 in the last year on the system and still experiencing issues accessing the general ledger which has caused delays
- Staff being out for illness has also contributed to delays.
- The college continues to work with SUNY to get cost for transferring to the Banner Enterprise System which will avoid this problem moving forward.
- The college needs to invest in improving infrastructure.

S. Welsh reported,

- The auditors will be able to provide an updated timeline on Friday. They have a full team working on our audit.

**b.) Risk Assessment**

S. Welsh reported,

- We had our annual assessment which made the recommendation to have the vacant pool be made operational or drained and filled it.
  - The committee would like to recommend to the full board that this be filled in after seeking quotes.

**c.) SUNY Report**

S. Welsh reported,

- The college will be submitting its financial report to SUNY on Tuesday. This will be a draft report as it is based on our audited financial statements which are not yet finalized.
  - Board asked that draft statements be shared when available.
- Once the report is submitted our second and third quarter payments will be released.
- I-990's must be completed by end of May. These are progressing through the audit process.
- Report shows:
  - A increase in academic and instructional support
  - A decrease in infrastructure and maintenance spending from previous year.
- SUNY is taking the lead on NYSHIP negotiations. At this point we do not have any updates.

D. Potash noted,

- The college will need to tighten the budget over the summer. Even with the external funding received to offset healthcare cost it still isn't enough to account for decrease in enrollment.
- The college is working on marketing of the SUNY Reconnect initiative. We have a number of programs that are applicable and it will begin in the fall such as Construction Technology, Education, Computer Science, and healthcare.
- Our Direct Support Professional is being

S. Drobysh asked for a clarification on the applied fund balance listed in the report. Sean to follow-up after further review.

d.) 25/26 Budget Process

D. Potash reported,

- We will need to tighten budget over the fall which may include not filling vacant positions.
- DAPPI's are being reviewed and will be bringing the budget before the board next month but need to wait for the completion of the audit.

### **EXECUTIVE SESSION**

**There was no executive session.**

### **ADJOURNMENT**

**Motion by S. Jaffe to adjourn at 3:27pm, seconded by N. Hackett, and passed.**

Vote:	P. Guenther	absent
	N. Hackett	yes
	S. Drobysh	yes
	S. Jaffe	yes

Submitted by P. Guenther, Finance Committee Chair

Recorded by K. Gibson