

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – June 24, 2024

Chairman Stalteri called the meeting to order at 6:09 p.m. in Johnson Hall, Room 202.

Trustees Attending: Dr. Ainsworth; Mrs. Crandall (virtual); Mr. Drumm; Mr. Gregory (arrived 7:55 p.m.); Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri

Trustees Absent: Mr. Testa

In Attendance: Mr. Laino; Mr. Dutcher; Mr. Oriolo; Ms. Ruffing; Ms. Woudenberg

Also Present: Mr. William Wallens Esq.

Chairman Stalteri called on Mr. Dutcher to lead the Board in the Pledge of Allegiance.

EXECUTIVE SESSION

Mr. Drumm moved, at 6:10 p.m., that the board adjourn to Executive Session to discuss, under provisions of 105e of Article 7 of the Public Officers Law, collective negotiations pursuant to article fourteen of the civil service law; and 105f of Article 7 of the Public Officers Law, matters leading to the appointment, employment, promotion demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Ms. Prymas moved, at 9:07 p.m., that the board reconvene.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

CONSENT AGENDA

Chairman Stalteri presented the following consent agenda items for Board approval:

- a. Minutes
 - i. May 20, 2024 Regular Meeting
 - ii. Financial Reports as of 5/31/2024

Mr. Drumm moved that the consent agenda items for the June 24, 2024 regular meeting be approved.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

PRESENTATION

Resolution 23-17: Recognition of Kyle Roepnack for NJCAA Athletic Trainer of the Year 2023-2024 was presented:

RESOLVED, the Board of Trustees of Herkimer County Community College extends its congratulations and commendation to Kyle Roepnack for his outstanding service as Athletic Trainer and for his recent recognition as 2023-2024 NJCAA Athletic Trainer of the Year.

Mr. Roepnack, a two-time NJCAA Region III Athletic Trainer of the Year, was chosen out of 528 colleges for this well-deserved award.

Mr. Drumm moved to approve Resolution 23-17, as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

OFFICER-IN-CHARGE'S REPORT

Administration and Finance:

Resolution 23-20: Award of Construction Management Firm – C & S Engineers, Inc. was presented. To accomplish several capital projects as specified and as contracted for on time and on budget, it is recommended by the College Administration that C & S Engineers, Inc., low bidder and most qualified of three bidders, be appointed as the Construction Management Firm for oversight on seven capital projects, for a total amount of \$296,037.04; and that the Herkimer County Legislature be requested to approve a similar resolution.

Mr. Drumm moved to approve Resolution 23-20, as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 23-21: Approval of Selected Nominees for 2024 Torchbearer Awards was presented. Ms. Ruffing, Chair of the Torchbearer Awards Selection Committee, brought forth four nominees being recommended for the 2024 Torchbearer Awards.

Dr. Ainsworth moved to approve Resolution 23-21, as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 23-22: Addition of New Title – Tech Assistant, Counseling Center (10-month) was presented.

Mr. Russell moved to approve Resolution 23-22, as presented.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Faculty-Staff Handbook: The Faculty-Staff Handbook is reviewed annually for any changes, additions, or deletions.

Mr. Drumm moved to approve revisions to the Faculty-Staff Handbook, as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Chief Student Services Officer Update:

Mr. Dutcher reviewed the enrollment report. He and Ms. Scanlon will be making calls this summer to students. As of this date, total headcount is 905.

The College's athletic program finished second for the Daktronics Cup for 2023-2024 and came in as the eighth highest ranked community college in the country.

FOUNDATION & AUXILIARY REPORTS

Foundation:

Mr. Reardon reported on the Foundation annual dinner. The annual Arts and Crafts Fair will be held in November for one day only. Mr. Laino is working on increasing the athletic endowment and has spoken to the Foundation about replacing the College mascot.

Housing:

Revenue is being acquired for Housing through external use of the facilities this summer, with potential use in the fall as well.

NYCCT:

Mr. Gregory announced that two nominations for the annual NYCCT awards program were submitted. Ms. Prymas encouraged attendance from trustees to the NYCCT awards ceremony on Saturday, October 5, 2024 in Saratoga Springs.

EXECUTIVE SESSION

Dr. Ainsworth moved, at 9:39 p.m., that the board adjourn to Executive Session to discuss, under provisions of 105f of Article 7 of the Public Officers Law, matters leading to the appointment, employment, promotion demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Mr. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Gregory moved, at 9:43 p.m., that the board reconvene.

Mr. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Ms. Prymas moved to adjourn the meeting.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:44 p.m.

slh