

NASSAU COMMUNITY COLLEGE
FINANCE AND CAPITAL COMMITTEE
BOARD OF TRUSTEES MINUTES

Meeting of January 10, 2023

Finance & Capital Committee Members 2022-2023:

John Durso, Chair

Wanda Jackson

Ronald Rosenberg

George Siberón

Omar Mayyasi and Abel Cantillo, College Liaisons

The meeting of the Finance Section of the Finance and Capital Committee of the Board of Trustees was called to order by Trustee Siberón at 5:00 p.m.

Committee members present: Ronald Rosenberg
George Siberón

Committee members absent: John Durso
Wanda Jackson

Other Trustees in attendance: Kathy Weiss
Lynne D'Agostino (ad hoc)
Jorge Gardyn
Aniruddh Patel, Student Trustee (ad hoc)

Also in attendance: Interim President Conzatti
Omar Mayyasi, Consulting VP for Finance and Administration
Abel Cantillo, Acting Comptroller

1. **Minutes** – The minutes of the December 13, 2022 meeting were approved. Motion was made by Trustee D'Agostino and seconded by Trustee Siberón.

2. College Procurement Agreements for Board Approval

A. Best Climate Control Corporation – Purchase Order/Pricing Agreement - \$1,100,000

Improving indoor air quality has been a primary goal of the HVAC system design, and COVID-19 has made ventilation a top priority for safely occupying academic facilities. Strategies to reduce viruses include mechanical upgrades while maintaining low energy use.

A Campus-Wide Mechanical Energy and Performance Phased Evaluation was performed and consisted of commissioning HVAC systems to assess the current performance of existing equipment, identifying maintenance and repairs to malfunctioning equipment, and creating a Retro-Commissioning & Campus Energy Plan.

There was a significant amount of equipment not operating at peak performance. For instance, we found damper linkages are broken, and sensors are not functioning properly, etc. The increased expenditure to BCC is due to repairing the broken equipment and updating the Building Management System.

Phillip Cappello, AVP for Facilities Management, addressed the Board with additional information regarding the College's agreement with Best Climate Control. The original expenditure was \$550,000. This purchase order will help address the significant amount of deferred maintenance on campus.

A motion was made by Trustee Siberón and seconded by Trustee D'Agostino.

The motion carried 3 to 1 and will be recommended to the Full Board of Trustees for approval.

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It was resolved that the College Procurement agreement with Best Climate Control Corporation in the annual amount of \$1,100,000, is approved by the Nassau Community College Board of Trustees Finance and Capital Committee and will be recommended to the full Board of Trustees for approval.

B. VisionPoint Marketing, LLC – Professional Service Contract - \$850,000 3rd year, \$950,000 4th year

VisionPoint's advertising services support the College's marketing efforts to positively affect enrollment and brand awareness. The original request contained an underfunded anticipated expenditure of \$350,000 for the second year of the contract term. Therefore, the original anticipated annual expenditure for VisionPoint increased to \$700,000 to support marketing. \$75,000 of this expense was subsidized by a 2021-2022 Perkins Grant and \$75,000 from the College's recruitment and retention budget. We anticipate in the third year an additional \$150,000 in marketing dollars subsidized by SUNY Enrollment Initiatives Grant and NYS Dept of Education Perkins Grant.

Dr. Rita Langdon, Acting VP of Institutional Advancement addressed the Board with additional information regarding the College's contract with VisionPoint Marketing. There was a concern from one of the Board members regarding the expenditure, and Dr. Langdon explained that \$350,000 was for paid advertisements the College needs to purchase, which includes advertising in movie theatres, buses and on a variety of social media platforms.

A motion was made by Trustee Siberón and seconded by Trustee Gardyn.

The motion carried 3 to 1 and will be recommended to the Full Board of Trustees for approval.

It was resolved that the College Procurement agreement with VisionPoint Marketing in the annual amount of \$850,000 3rd year, \$950,000 4th year, is approved by the Nassau Community College Board of Trustees Finance and Capital Committee and will be recommended to the full Board of Trustees for approval.

3. Office of the Comptroller's Report – presented by Omar Mayyasi and Abel Cantillo

- a. For the months of November and December, the Comptroller's Office examined 24 Other than Personal Services (OTPS) Expenditures. They ranged in value from \$658 to \$285,000, with a cumulative value of \$1.1 million. All 24 expenditures were found to be in conformity with the rules and regulations of the State University of New York.
- b. There were also five personal service expenditures for Marketing, Theatre and Dance, and Grant workshops, ranging in value from \$300 to \$3,000.
- c. For accounts receivable report, in 2022 the College collected 95.7% of the outstanding receivables, and 87.8% of the 2023 receivables. Going back to the outstanding receivables from 2011, the College has collected approximately 45%.

4. Updates – presented by Abel Cantillo

Mr. Cantillo provided an update on the audit. He anticipates that the auditors will be on site in the coming weeks to commence with field work.

The meeting adjourned at 5:20 p.m.

Respectfully submitted,

/s/ Omar Mayyasi

Omar Mayyasi

Consulting Vice President for Finance & Administration