

NASSAU COMMUNITY COLLEGE
Garden City, New York 11530

FINANCE AND CAPITAL COMMITTEE AGENDA (*Finance Section*)—November 13, 2018 at 5:00 p.m.
Location: 11th Floor Conference Room, Tower Building

Finance & Capital Committee members 2018-2019:

John DeGrace, Chair
John Durso
Linda Green
Wanda Jackson
Edward Powers

Call of the roll for attendance for the purpose of establishing a quorum: Present: _____

The following items and/or reports are submitted for the consideration of the Committee.

- 1. Review and approval of prior meeting minutes – October 9, 2018. (#1 in the package)**

Chair: Do I have a motion to approve the minutes of October 9, 2018?

Trustee: _____ I make a motion that the minutes be approved.

Chair: Is there a second?

Trustee B _____ I second the motion.

Chair: Is there any discussion? (If so, the discussion proceeds.) If not, all in favor say “aye,” all opposed say, “nay.” Any abstentions?

Motion carried - For _____ Against _____ Abstention _____

- 2. Pending College Procurement Agreements for Board Approval—**

Category of Contract /Procurement Type	Threshold for Board of Trustees' Approval	Listed As	Contractor	Anticipated Expenditure	Term of Agreement
Purchase Order/ Pricing Agreement	\$100,000.00	n/a	n/a	n/a	n/a
Professional Service	\$ 50,000.00	A	Association of Community College Trustees (ACCT)	\$125,000.00	One (1) year with option to extend two (2) months
Professional Service	\$50,000.00	B	Advantage Design Group	\$100,000.00	One (1) year with four (4) additional one (1) year extensions
Personal Service	\$30,000.00	n/a	n/a	n/a	n/a

- A. The College requires the services of one (1) qualified executive search firm to assist the Board of Trustees and the Selection Committee to choose the next President for Nassau Community College. The search firm shall be qualified to recruit, evaluate, perform background checks and assist in recommending candidates for the selection of a College President.
- B. The College is seeking to expand its new student orientation process in an effort to ensure successful transition in the college environment. The College’s IT Department requires one (1) qualified firm to provide an online virtual orientation program and associated training/consulting service that will convey important information to students to prepare them for their college experience.

Chair: *Do I have a motion to consider the approval of Pending College Procurement Agreements, as stated above?*

Trustee A _____ *I make a motion.*

Chair: *Do I have a second?*

Seconded by Trustee _____.

Chair: *Is there any discussion of the resolution? If there is no further discussion, the question before us is the resolution introduced by Trustee _____ . All in favor say “aye,” all opposed say, “nay.” Any abstentions?*

The resolution reads as follows: (The Chair reads the resolution as printed below.)

RESOLVED, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) (ITEM A) IN THE AMOUNT OF \$125,000.00 AS REQUESTED BY PRESIDENT KEEN 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. (**FUNDING SOURCE: OPERATING BUDGET**)

RESOLVED, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH ADVANTAGE DESIGN GROUP (ITEM B) IN THE AMOUNT OF \$100,000.00 AS REQUESTED BY VP OF ACADEMIC STUDENT SERVICES CONZATTI 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. (**FUNDING SOURCE: OPERATING BUDGET**)

Motion carried – For _____ **Against** _____ **Abstention** _____
(Recommended to full BOT for approval: Yes _____ No _____)

3. **Comptroller’s Report**—September, 2018.
4. **Discussion**—FY 2019 Budget. (Handout to be provided at meeting)

Respectfully submitted,

Inna Reznik
Vice President Finance