

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, August 16, 2021 at 3:30 p.m.** or thereafter in **Room 612** on the college campus, 4400 Route 23 Hudson, New York. The following matters were submitted for consideration and action.*

Present: Peter O’Hara, Vice Chairman; Phil Abitabile, Bruce Bohnsack, Doreen Davis, Kelly Konsul, Maryanne Lee, Peter Markou and Barbara Slutzky

Excused: Ned Schneier

Others Present: Carlee Drummer, President; George Timmons, Provost/Senior Vice President of Academic and Student Affairs; Dianne Topple, Vice President of Administration and Chief Financial Officer; and Mary Garafalo, Secretary to the Board of Trustees

1. **Call to Order, 3:30 p.m.**

2. **Roll Call, quorum present**

3. **Request for Approval of Agenda**

Motion: Ms. Slutzky; **Seconded:** Mr. Markou

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

4. **Request for Approval of the Items in the Consent Agenda**

Motion: Ms. Davis; **Seconded:** Mr. Abitabile

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

5. **Introduction of Guests and Items from the Floor**

Matt Green, Assistant Dean of Enrollment Management; Joan Koweek, Executive Director, Columbia-Greene Community Foundation; William Mathews, Professor, Counselor and Department Chairperson for Advising; Carl Nabozny, Multi-Media Coordinator; Casey O’Brien, Interim Assistant Dean of Academic Affairs; Michael Phippen, Professor of Transitional Studies; Barbie Shaffer, Associate Professor of Psychology/Sociology and Jaclyn Stevenson, Director of Marketing and Communication

6. **Resolutions:**

a. **Resolution No. 0821-2189 Set Time of Monthly Board Meetings**

WHEREAS, the Policies and Procedures Manual of the Board of Trustees, Article V, Section 2.0 indicates that the regular meeting of the Board shall be held once each month at a time and place to be determined by resolution of the Board, and

WHEREAS, it is the intention of the Board to hold such monthly meetings on the Greenport campus of the College with the exception of designated meetings off campus,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College sets the date of the monthly meetings of the Board as the third Monday of each month on the Greenport, New York, campus of the College, with the exception of the January and February meetings. These meetings will be held on January 24 and February 28, 2022. All Board meetings will begin at 3:30 p.m.

Motion: Mr. Markou; **Seconded:** Ms. Konsul

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

b. Resolution No. 0821-2190 to Approve the Part-time hourly rate

WHEREAS, the college has a need for part-time assistance in the clerical, technical, maintenance and security areas, and

WHEREAS, it is the responsibility and duty of the Board of Trustees to set the hourly rate of part-time employees for the fiscal year beginning September 1, 2021, and

WHEREAS, it is necessary to maintain and attract qualified part-time personnel

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the hourly rate schedule for the fiscal year beginning September 1, 2021.

Motion: Mr. Markou; **Seconded:** Ms. Davis

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

c. Resolution No. 0821-2191 to Approve Amendment to President's Employment Agreement

WHEREAS, the employment agreement of the college president must be approved by the Board of Trustees of Columbia-Greene Community College, and

WHEREAS, the Board of Trustees met in executive session on July 19, 2021 to discuss the employment agreement of Carlee Drummer, President of Columbia-Greene Community College, and

WHEREAS, the Board of Trustees agree to the conditions of employment so stated in this amendment

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College authorizes the Chairman of the Board of Trustees and the President to execute this agreement by their signatures.

Motion: Mr. Markou; **Seconded:** Mr. Bohnsack

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

7. Matthew Green, Assistant Dean of Enrollment Management

Liaison presentation (EMP-Enrollment Marketing Platform):

Assistant Dean Green, presented a PowerPoint presentation on our new Enrollment Marketing Platform (EMP).

EMP is an up-to-date platform that will engage students who inquire, apply and are accepted through their customized PURL (Personalized Uniform Resource Locator). EMP will deliver customized communications to students based on their interest on program of study, with personalized emails and postcards.

Also, Assistant Dean Green will be reaching out to local businesses, such as Germantown Tel, and informing their employees of how they can further their education at CGCC.

8. Announcement of the September Meeting

Monday, September 20, 2021 at 3:30 p.m.

9. Executive Session

To discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

Motion: Ms. Davis; **Seconded:** Ms. Slutzky

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

Entered Executive Session at: 3:52 p.m.

Trustees Markou & Konsul left the meeting

Motion: Ms. Davis; **Seconded:** Ms. Slutzky

Vote: Yes – 6; No – 0; Abstention(s) – 0

Resolution: Accepted

Exited Executive Sessions at: 4:25 p.m.

10. Adjournment:

Motion: Ms. Davis; **Seconded:** Ms. Slutzky

Vote: Yes – 6; No – 0; Abstention(s) – 0

Resolution Accepted

Adjournment at: 4:30 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

August 16, 2021

Approval of the Minutes from July 19, 2021 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 37, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No. 07-21, Operating Warrant

Resolutions

- a. Resolution No. 0821-2192 to Appoint the College Attorney
- b. Resolution No. 0821-2193 to Appoint the Executive Secretary to the Board
- c. Resolution No. 0821-2194 to Appoint the Treasurer to the Board
- d. Resolution No. 0821-2195 to Approve Insurance Representatives for the College
- e. Resolution No. 0821-2196 to Approve Area-Wide Public Information Representatives
- f. Resolution No. 0821-2197 to Approve the Financial Institutions for the Deposit of College Funds