

CALL TO ORDER/ROLL CALL

The open meeting was called to order in the Boardroom (A300) by Chairperson, Trustee Elizabeth Potter at 4:03 p.m.

Members present: Garrick Abezetian, Tracy Jennings, Stephen Kubiczky, Joe Klinger, John Lambrecht, John McGarry, Elizabeth Potter, Jim Reynolds, Colleen Rockafellow, Sean Sullivan

Absent: Michael Garrity

Also Present: Hilary Meyer, Lauren Kosrow, Sam Tolia, Jodi Koslow-Martin, Tina Lilly

APPROVAL OF MINUTES

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to approve the minutes of the April 6, 2022 Finance meeting, as amended. A voice vote was taken and the motion carried unanimously.

Human Resources (Joe Klinger):

Added to payroll: \$239,018
Removed from payroll: \$411,031
NET savings to payroll: \$172,832

Without objection, Mrs. Potter turned the meeting and new business over to Mr. Sullivan.

NEW BUSINESS

Business Services

1. Budget Transfers

The committee recommended that the Board of Trustees approve the proposed budget transfers to accommodate institutional priorities.

2. Agreement with Athletico, LLC

That the Board of Trustees approve the Agreement with Athletico Management, LLC for athletic trainer services beginning July 1, 2022 through June 30, 2023. Athletico will provide a certified Athletic Trainer at a rate of \$27.32 per hour up from \$26.52 per hour. The total cost of this Agreement will not exceed the amount of \$38,000 (an increase of \$3,000 from the previous Agreement) due to experience in increased post season play.

3. Iris Booth Incorporated – Photo Booth Purchase

The committee recommended that the Board of Trustees approve the purchase of an Iris Booth Inc. Photo Booth. The purchase includes the physical equipment, infrastructure, service agreement, support, as well as shipping, and training. Installation will be completed by Triton College. Iris Booth Incorporated is to be funded through WEI Grant funds of \$10,000 and \$16,000 from Academic Innovations: Instructional Service Contract for a total upfront cost to the college of \$26,000.

4. Facility Fee Waiver: Federal Bureau of Investigation (FBI)

That the Board of Trustees waive the facility usage fee and approve the use of the Triton College indoor and outdoor track facilities, including locker rooms, by the Federal Bureau of Investigation (FBI). The FBI will conduct agent Physical Fitness Tests (PFTs) as well as prospective applicant PFTs, up to twelve (12) times each year. The Agreement will be effective upon execution, through June 30, 2023. Triton facilities will only be scheduled and used when there is no student, college, or rental activity conflict. The estimated fee waiver per use is \$520.

5. Fee Waiver for Cook County Clerk's Office

The committee recommended that the Board of Trustees approve an Agreement with the Cook County Clerk's Office to utilize Triton College facilities (R221) for the June 28, 2022 and November 8, 2022 elections, between 4:00 a.m. and midnight, as a site for the Regional Distribution Center. The County will pay the College \$400 per date for the use of facilities to cover maintenance, setup and cleanup. The total value of the facility fee waiver is estimated at \$2,500 per date.

6. Resolution Adopting Public Hearing on Proposed FY 2023 Budget

The committee recommended that the Board of Trustees approve a resolution authorizing a public hearing for the proposed FY 2023 Budget. The public hearing will be held on Tuesday, July 19, 2022, at 6:30 p.m. in the Boardroom (A300) of the Learning Resource Center.

Academic & Student Affairs

7. Agreement with Advocate Facilities

The committee recommended that the Board of Trustees approve the Master Affiliation Agreement with Advocate Health and Hospitals Corporation, Advocate North Side Health Network, Advocate Condell Medical Center, Advocate Sherman Hospital, Dreyer Clinic, Inc., EHS Home Health Care Service, Inc., and Meridian Hospice. The term of this Agreement shall commence May 18, 2022, and shall remain in effect for one (1) year unless terminated earlier pursuant to this Agreement. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days prior written notice to the other party. In the

event that this Agreement is terminated, students who are participating in the clinical learning experiences at the time of expiration or termination shall be allowed to complete such assignment under the terms and conditions herein set forth. There is no cost to the college for this Agreement.

8. Amendments with Advocate North Side Health Network

The committee recommended that the Board of Trustees approve the Amendment to the Agreement with Advocate North Side Health Network d/b/a Advocate Illinois Masonic Medical Center. This is to modify the original Agreement dated June 1, 2019 and will be effective May 18, 2022, expiring May 31, 2023. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed, students who are participating in the clinical learning experiences at the time of expiration or termination shall be allowed to complete such assignment under the terms and conditions herein set forth. There is no cost to the college for this Agreement.

9. Library Book Purchase from Amazon.com

The committee recommended that the Board of Trustees grant the Library permission to issue an Open Purchase Order to Amazon.com to order single title books and other formats on behalf of the Library. The term of service is July 1, 2022 to June 30, 2023 and will not exceed \$24,900.

10. Library Membership and Database Purchases through CARLI

The committee recommended that the Board of Trustees grant the Library permission to issue an Open Purchase Order to University of Illinois at Urbana-Champaign as the fiscal agent for CARLI (Council of Academic and Research Libraries in Illinois). The term of service is July 1, 2022 to June 30, 2023 and will cover the membership of I-SHARE and database costs will not exceed \$120,000.

11. Library Membership and Data Purchases through NILRC

The committee recommended that the Board of Trustees grant the Library permission to issue an Open Purchase Order to NILRC (Network of Illinois Learning Resources in Community Colleges). The term of service is July 1, 2022 to June 30, 2023 and will not exceed \$75,000.

12. TRIO SSS Campus/Historical Tour to Atlanta, GA

The committee recommended that the Board of Trustees grant TRIO Student Support Services permission to provide TRIO participants with out of state 4-year institution campus tours and visits to historical sites/ museums in Atlanta, GA. The total cost will be completely funded by institutional funds allocated for TRIO SSS. The proposed tour will be held during summer break; the week of

8/1/2022-8/4/2022 and will not exceed \$42,300. Mr. Sullivan asked VP Mrs. Koslow-Martin to look into getting cancelation insurance just in case something goes wrong with trip.

13. 2022 Federal Transit Administration (FTA) Certifications and Assurances

The committee recommended that the Board of Trustees approve the 2022 FTA Certifications and Assurances. This certification allows Triton College to continue to provide the Success Express Shuttle Bus Service. There is no cost to Triton College associated with the FTA Certifications and Assurances.

14. First Amendment of Memorandum of Understanding with the Illinois Brotherhood of Electrical Workers (IBEW) Renewable Energy Fund, Inc.

The committee recommended that the Board of Trustees approve the First Amendment of the Memorandum of Understanding (MOU) between Triton College and the IBEW Renewable Energy Fund, Inc (REF). Both Triton College and REF desire to continue offering training opportunities consistent with the terms and conditions of the MOU. The First Amendment extends the term of the MOU from May 21, 2022 until August 31, 2022.

Communications & Institutional Advancement

15. Agreement with iHeart Media

The committee recommended that the Board of Trustees approve the purchase of radio advertisements, web banners, web streaming, and additional recruitment opportunities to be paid to iHeart Media to support Fiscal Year 2023 enrollment at a cost not to exceed \$90,000. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton College.

17. Agreement with Interstate Outdoor Advertising

The committee recommended that the Board of Trustees approve the expenditure paid to Interstate Outdoor Advertising to rent billboard advertising space on North Avenue and Fifth Avenue. This Agreement will begin July 1, 2022 and run through June 30, 2023 at a cost not to exceed \$30,000

18. Agreement with Total Traffic and Weather Network

The committee recommended that the Board of Trustees approve the purchase of advertisements during traffic, news, weather and sports reports to be paid to Total Traffic for Fiscal Year 2023 enrollment. The advertisements will run on eight stations throughout Fiscal Year 2023 at a cost not to exceed \$30,000

19. Agreement with View Transit

The committee recommended that the Board of Trustees approve the purchase of bus shelter advertisements to be paid to View Transit in support of Fiscal Year 2023 enrollment. The shelter advertisements will run July 12, 2022 through May 22, 2023 at a cost not to exceed \$29,000.

20. Agreement with Effectv – A Comcast Company (Digital and Television)

The committee recommended that the Board of Trustees approve the purchase of digital ads and television advertisements to be paid to Effectv - a Comcast Company for Fiscal Year 2023. The advertisements will support Fiscal Year 2023 enrollment and will run variously throughout Fiscal Year 2023. The total cost will not exceed \$85,000 (\$34,000 – digital; \$51,000 – television).

21. Agreement with Cumulus Media (WKQX Radio)

The committee recommended that the Board of Trustees approve the purchase of radio advertisements, Web banners, Web streaming and additional recruitment opportunities to be paid to Cumulus Media (WKQX radio station) for Fiscal Year 2023 enrollment. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton College. Run dates will vary throughout Fiscal Year 2023 at a cost not to exceed \$30,000.

Information Systems

22. Ellucian Enhancement and Support Services Agreement

The committee recommended that the Board of Trustees approve a five-year Support Agreement with Ellucian Corporation. This Agreement provides on-going software releases and regulatory updates for all Ellucian software modules currently licensed by Triton College. The terms of this Agreement will run from July 1, 2022 through June 30, 2027, for a cost of \$563,067 in FY23; \$591,220 in FY24; \$620,781 in FY25; \$651,820 in FY26 and \$684,411 in FY27 for the total cost to the College of \$3,111,299 over 5 years.

23. American Digital – Two Aruba 6405 Core Switches

The committee recommended that the Board of Trustees approve the purchase of two Aruba 6405 core switches from American Digital. The cost of the hardware and associated peripheral equipment is \$156,170.70.

24. American Digital – Purchase of Network Hardware

The committee recommended that the Board of Trustees approve the purchase of network hardware and support from American Digital for the not-to-exceed amount of \$200,000 for Fiscal Year 2023. This network hardware will be used for network updating and network expansion across campus.

25. CDW Government – Purchase of Computer Software and Hardware

The committee recommended that the Board of Trustees approve the purchase of computer software and hardware from CDW Government for a not-to-exceed amount of \$100,000 for Fiscal Year 2023. This equipment will be used for computer labs, classrooms, faculty and staff throughout the campus and is part of Triton’s technology refresh cycle.

26. Heartland Business Systems – Purchase of Computer Hardware, Software, and Peripherals

The committee recommended that the Board of Trustees approve the purchase of computer hardware, software, and peripherals from Heartland Business Systems for the not-to-exceed amount of \$400,000 for Fiscal Year 2023. This computer equipment will be used for computer labs, classrooms, faculty, and staff throughout the campus and is part of Triton’s technology refresh cycle.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to forward Action Exhibits 1 through 26 to the Board of Trustees with a recommendation for approval, as amended. The roll call was taken and the motion carried unanimously.

PURCHASING SCHEDULES

- B44.18 Elevator Maintenance Contract: Mr. McGarry recommended that the Board of Trustees accept a proposal for Elevator Maintenance Services submitted by Parkway Elevators in accordance with their low specified bid of \$148,500.
- B44.19 Continuing Education Guide-Fall 2022: Mr. McGarry recommended that the Board of Trustees accept a proposal for Printing Services submitted by K.K. Stevens Publishing Company in accordance with their low specified bid of \$32,950.65.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan made a motion, Mr. Lambrecht seconded to forward Purchasing Schedules B44.18 and B44.19 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

CLOSED SESSION

The committee determined that there was no reason to move to Closed Session.

INFORMATION ITEMS

Monthly Financial Report (Jim Reynolds)

- As of 4/30/22, Triton College is 83% through FY22
- 90% of the Base Operating Grant has been received
- CTE Grant is fully funded
- Corporate Personal Property Replacement Tax received to date is \$3,941,797 which is over the expected budget for the year.
- Crain's Chicago Business reported there will most likely be a delay in the Fall property tax bill being sent out.

ADJOURNMENT

Mr. Sullivan made a motion, Mr. Abezetian seconded to adjourn the meeting at 4:34 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

Danielle Stephens

Danielle Stephens

Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: 6/8/2022