

NASSAU COMMUNITY COLLEGE
FINANCE AND CAPITAL COMMITTEE MINUTES

Meeting of November 13, 2025

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

Committee members present: John Durso, Chair
 John DeGrace
 George Siberón
 Joshua Hammer, Student Trustee

Committee members absent: Elliot Conway
 Wanda Jackson

Other Trustees in attendance: Lynne D'Agostino

Also in attendance: Chief Administrative Officer Conzatti
 Antoinette Brown, Comptroller
 Abel Cantillo, Assistant VP, Finance & Administration
 Phillip Cappello, AVP, Facilities Management

1. Minutes – The minutes of the October 14, 2025 meeting were approved. Trustee Siberón made the motion; seconded by Trustee DeGrace. Motion carried 3-0.

2. Pending College Procurement Agreement – BlackBeltHelp Call Center Services

The pending College procurement agreement with BlackBeltHelp was tabled by the Committee.

3. NCC Facilities Work Progress Photos – Phillip Cappello

AVP Cappello gave a photo presentation of work currently in progress on campus, which included the 108 Duncan renovation which will be the new Culinary building, a campus-wide water fountain upgrade which includes bottle-fillers and will save plastic, the west campus boiler replacement, and the campus I.T. infrastructure upgrade which includes the replacement of all of the copiers, printers, and scanners. Mr. Cappello informed the Trustees that although this is an I.T. Project, it is part of his presentation because it's funded under Capital. The presentation also included the heat pump addition to the Life Sciences Building, which will pull hot water to the building, and the Central Utility Plant (CUP) section of pipe replacement which feeds the campus with chilled and high temperature hot water. Mr. Cappello explained that these pipes have been leaking and patched throughout the years and are at the end of their useful life, and that the County agreed to fund the replacement. The final slide in the presentation was for the Library Solar Panel Installation which was installed in partnership with the New York Power Authority.

Trustee Durso thanked AVP Cappello for the presentation and for the tour of the campus that was given to him, Trustee Conway and Trustee D'Agostino in the prior week. He said it was fascinating and well worth it and he urged the other trustees to request a tour as well, just to get an idea of the enormity of the projects that are happening on campus.

Trustee Durso asked Dr. Conzatti if she would share with the Board some of the savings that these projects would bring. Dr. Conzatti explained that the switch-out of the printers, between paper costs and cartridges should provide a half a million dollars in savings, and the solar energy project should save us a half to a million dollars a year. She stated that the College is looking at things from all perspectives and gaining efficiencies. There all also savings due to the replacement piping, the pumps that are pulling the water, and the heating and A/C, because now the thermostats can be set at whatever the comfortable temperature is,

and this temperature can be maintained. AVP Cappello stated, additionally, that upgrading to more efficient boilers also results in a significant savings on oil. In summary, Dr. Conzatti said when we look at the budget and the buildings and the money going out, we've been able to do a 24-million-dollar swing that comes from a number of efficiencies. This helps us to stabilize budgetarily and not touch the fund balance so we are able to enjoy the increases in enrollments and the money that is being put into the fund balance, which is ultimately our goal.

4. Donation of Office Supplies and Equipment from Lord Danger Productions – VP A. Cruz

WHEREAS, Lord Danger Productions would like to donate the following office supplies and equipment to Nassau Community College, and

\$18,464.01: 19 desks (\$971.79/ea.) – Hirsch 60" W Double Pedestal Computer Desk
\$3,360.00: 24 office chairs (\$140/ea.) – Modway Jive Armless mid-back Office Chair
\$207.84: 16 keyboards (12.99/ea.) – Logitech USB Keyboard - Black
\$167.76: 24 gray mouse pads (\$6.99/ea.)
\$119.85: 15 mice (\$7.99/ea.) Logitech B100 Optical Mouse
\$134.16: 24 tape dispensers (\$5.59/ea.) Scotch Desktop Dispenser
\$232.56: 24 staplers (\$9.69/ea.) Swingline Desktop Stapler
\$275.76: 24 calculators (11.49/ea.) Casio Desktop Calculator
\$239.76: 24 desk organizer sets (9.99/ea.) – Mind Reader Metal Desk organizer
\$110.16: 24 scissors (\$4.59/ea.) – Tru Red Stainless-Steel Scissors
\$6.99: pens (1 pack - \$6.99) Bic Round Stic Ballpoint Pen
\$719.76: 24 black corded phones – (\$29.99/ea.) Panasonic Corded Single Line Phone, Black
\$974.85: 15 table lamps (64.99 ea.) Wrought Studio Glass Shade Table Lamp w/ Marble Base
\$35.98: Post its 2 packs - \$17.99/ea.
\$67.96: blue paper 4 reams - \$16.99/ea. – Hammermill Colors Multipurpose paper
\$40.49: box of file folders \$40.49 – Pendaflex Recycles File Folder
\$64.95: small light bulbs: five 3-packs - \$12.98/ea. EcoSmart 60-Watt E12
\$55.78: note pads 2 packs – (\$27.89/ea.) Tops legal notepad
\$299.79: Rubbermaid Janitorial 3-Shelf Cleaning Cart with bag and accessories

WHEREAS, the value of this donation is twenty-five thousand five hundred seventy-eight and forty-one cents (\$25,578.41), and

WHEREAS, Nassau Community College has determined that these office supplies and equipment can be utilized for the benefit of members of the campus community and greatly appreciates this donation, and

WHEREAS, there is no cost to Nassau Community College for the office supplies and equipment,

RESOLVED, that the Nassau Community College Board of Trustees Finance and Capital Committee recommends that the full Board of Trustees accepts this donation from Lord Danger Productions.

A motion was requested to forward the resolution to the full Board of Trustees for approval. Trustee DeGrace made the motion; seconded by Trustee Siberón. Motion carried 3-0.

5. Comptroller's Report – Antoinette Brown

- a. For the month of October, the Comptroller's Office examined 16 OTPS (Other than Personal Services) expenditures, totaling \$1,252,480. Those 16 expenditures ranged from approximately \$477 to \$355,210 and averaged \$78,280. All 16 expenditures were found to be in conformity with the Code of Rules and Regulations of the State University of New York, proper departmental authorization, accurate departmental coding, evidence of receipt of goods or services and utilization of appropriate purchasing practices based on the amount of purchase, and state and local requirements.
- b. There were no Personal Services expenditures for the month of October.
- c. For the Accounts Receivable Report, through October of 2025 we have collected 71% of our receivables, which is slightly lower than the 74% collected in the prior year.

6. Updates – Alexandra Cruz

VP Cruz informed the Board that the Finance team has started conversations with the auditors and we are trying to move that process forward and wrap it up as early as possible. We are also approaching budget season very soon.

Trustee Durso asked if there were any questions. Trustee D'Agostino asked about the status of the College's collection efforts and what we are doing to improve them. A discussion ensued, which included the topic of making sure students fully understand the consequences of not paying their debts. Dr. Conzatti explained the College's position on collections and the future negative effect it could have on college-aged students. She also informed the Board that the College is looking to hire a resource that would specifically focus on trying to collect the monies in arrears.

The meeting adjourned at 5:39 p.m.

Respectfully submitted,
/s/ Alexandra Cruz
Alexandra Cruz
Vice President for Finance & Administration