

FINANCE COMMITTEE  
BOARD OF TRUSTEES  
MINUTES

Meeting of June 9, 2020

**Finance & Capital Committee members 2019-2020:**

**John DeGrace, Chair**

**John Durso**

**Linda Green**

**Wanda Jackson**

**Edward Powers**

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

Committee members present: George Siberon  
John Durso  
Wanda Jackson  
Kathy Weiss  
Edward Powers  
John DeGrace

Committee members absent: Linda Green  
Bridget Russell, Student Trustee

Also in attendance: President Williams, VP's Izquierdo, Collins, Kerrigan, and Muscarella, AVP's Zamore, Friedman, and Wright  
Director Cappello, Treasurer Hahn,

**AGENDA ITEMS**

**1. Minutes**—Minutes of the May 12, 2020 meeting were approved. Motion made by Trustee Jackson and seconded by Trustee Powers.

**2. Procurement Agreements-** On call and construction contracts were presented by VP Muscarella. Trustee Durso inquired about Project Labor Agreements (PLA). Discussion followed. Trustees Siberon, Jackson and Weiss inquired about Minority/Women-Owned Business Enterprises (MWBE). Discussion followed. Motion to approve procurement agreements made by Trustee Durso, second by Trustee Jackson. Motion carried.

**3. Office of the Comptroller's Report-** AVP Zamore advised that the Comptroller's Office reviewed all OTPS (Other than Personal Services) expenditures for the month of April 2020. The items reviewed were generally in conformity with the appropriate criteria. Selected PSC (Personal Service Contract) were reviewed with no errors and were in conformity with procurement policies. AVP Zamore presented the Accounts Receivable (A/R) Aging Report for May 2020 and advised that the College continues to collect roughly 98% of the tuition invoiced to students. The College continues to collect on the "Nassau County audit" from 2011 which is now at a total of 44.3% collected of the \$22 million.

Trustee Durso asked about how collection as of May 2020 compared with prior year. AVP Zamore answered that in May 2019 collection was at 92.1%, May 2020 collection is at 93.3%, slightly higher than prior year. Discussion followed.

**4. Audit Finding-** VP Izquierdo presented an additional RSM audit finding related to the Graham Leach Bliley Act (the Act). The finding noted that although NCC is in the process of implementation of the Act requirements, the process was not documented. NCC Information Technology department has submitted an implementation plan to address the audit finding.

The meeting adjourned at approximately 5:20 p.m.

Respectfully submitted,

Julio Izquierdo  
Vice President of Finance