

CALL TO ORDER/ROLL CALL

The meeting was called to order by Trustee Peluso at 4:04 p.m. in the Board Room, A300.

Present: Mr. Abezetian, Mr. Garrity, Mr. Klinger, Mr. Kubiczky, Mr. Lambrecht, Ms. Peluso, Mrs. Potter, Mr. Reynolds, Mr. Sullivan.

Absent: None.

Also Present: Ms. Page, Ms. Schafer, Mrs. Kubiczky, Mr. Jensen.

APPROVAL OF MINUTES

Mr. Sullivan moved, Mr. Garrity seconded to approve the minutes of the February 6th Finance meeting. Voice vote carried the motion unanimously.

CITIZEN PARTICIPATION/PRESENTATIONS

Mr. Klinger reported that there are four employees retiring within the next few months; there will be approximately 20 employees retiring this year. A recommendation to hire is being submitted to the Board for the Construction Manager and Student Success Advisor positions.

NEW BUSINESS

Ms. Peluso stated that with no objection from the committee, the committee will take one vote for the action exhibits and one vote for the purchasing schedules. There was no objection. Ms. Peluso turned the meeting over to Mr. Sullivan.

1. Budget Transfers

Mr. Sullivan asked if there were any questions on the budget transfers. The committee had no questions.

2. Agreement with CCB Credit Services, Inc.

Mr. Sullivan stated that this is an Agreement with CCB Credit Services, Inc. to provide the college with additional methods for collection of unpaid accounts. Utilizing CCB Credit Services, Inc., the college will increase revenue from collection of outstanding debt and lower collection costs.

3. Commerce Bank Expense Card Program

Mr. Sullivan stated that this is a request to authorize the College Treasurer to enter into an Agreement with Commerce Bank, Kansas City, MO, to provide a prepaid expense card program. The administrative cost of 10 cards will not exceed \$250 per year (\$2 per month/card).

4. Agreement with HIPAA Exams for Discounted Student Exams in Return for Promotional Display

Mr. Sullivan stated that this is for a promotional posting of the “HIPAA Exams” company hyperlinked logo on the Triton College Surgical Technology and Sterile Processing departmental webpages in return for reduced price Health Insurance Portability and Accountability Act (HIPAA) and Health Administration (OSHA) examinations for students. There is no cost to the college.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan moved, Mrs. Potter seconded to forward Finance New Business Items 1 through 4 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

PURCHASING SCHEDULES

B41.15 Districtwide Schedule of Classes Fall 2019: Ms. Schafer presented a proposal for printing the Districtwide Schedule of Classes Fall 2019 edition and recommended that the Board of Trustees accept the proposal submitted by Woodward Printing Company in accordance with their low specified bid of \$41,773.

B41.16 Continuing Ed Guide Summer 2019: Ms. Schafer presented a proposal for printing the Summer 2019 edition of the Continuing Ed Guide and recommended that the Board of Trustees accept the proposal submitted by Woodward Printing Company in accordance with their low specified bid of \$18,888.

B41.17 Linear Drain Replacement – Building T: Ms. Schafer presented a proposal for the Linear Drain Replacement Project – Building T and recommended that the Board accept the proposal submitted by Jensen’s Heating & Plumbing, Inc. in accordance with their low specified bid of \$74,140.

B41.18 Landscape Maintenance 2019: Mr. Lambrecht apprised the committee of the project and stated that the bid opening will be held on March 13, 2019.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan moved, Mr. Garrity seconded to forward Purchasing Schedules B41.15 through B41.17 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 ITEM

- Monthly Financial Report

ADJOURNMENT

Mr. Sullivan moved, Mr. Abezetian seconded to adjourn the meeting at 4:16 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

Carolyn Palmer
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: 04/03/19