

CALL TO ORDER/ROLL CALL

The meeting was called to order by Ms. Peluso at 4:00 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. Schafer

APPROVAL OF MINUTES

Mr. Sullivan moved, Mr. Garrity seconded to approve the minutes of the April 3, 2019, Finance meeting. Voice vote carried the motion unanimously.

CITIZEN PARTICIPATION/PRESENTATION

Mr. Klinger informed the committee of the hiring of two engineers and the Director of Transfer Center.

Ms. Peluso stated that with no objection from the committee, the committee will take one vote for the action exhibits. There was no objection from the committee.

NEW BUSINESS

1. Budget Transfers

Mr. Sullivan asked if there were any questions on Budget Transfers. The committee had no questions. Mr. Kubiczky commended Mr. Sullivan on the Budget Transfer revision he requested from staff.

2. Resolution Authorizing Public Hearing on Proposed FY 2020 Budget

Mr. Sullivan stated that this Resolution authorizes a public hearing for the proposed FY 2020 Budget. The public hearing will be held on Tuesday, July 16th at 6:30 pm.

3. Certificate of Final Completion and Authorization of Final Payment for the Bookstore Ceiling Replacement Project

Mr. Sullivan stated that this is a Certificate of Final Completion and Final Pay Application of \$1,000 for the Bookstore Ceiling Replacement Project. Total project cost was \$165,225.

4. Certificate of Final Completion and Authorization of Final Payment for the R Building Fitness Center Project

Mr. Sullivan stated that this is a Certificate of Final Completion and Final Pay Application of \$50,000 to KR Miller Contractors for the R Building Fitness Center project. The total project cost was \$2,226,949.40.

5. Waiver of Facility Rental Fee for Maywood –Bellwood Chamber of Commerce

Mr. Sullivan stated that this is a request to use the Triton Cafeteria by the Maywood-Bellwood Chamber of Commerce on June 5, 2019, from 1 pm to 11 pm for a recognition dinner and to waive the room rental fee of approximately 1,550. The Chamber will pay the actual College expenses of approximately \$2,350 for Triton personnel (custodial, audio visual, hospitality) and equipment expenses.

6. ICOPS Part-Time Police Contract

Mr. Sullivan stated that this is a request to approve a five-year Negotiated Agreement with ICOPS part-time officers, subject to terms and conditions per the contract. The effective date is May 27, 2019 and the Agreement shall expire June 30, 2024. The Agreement was ratified by the Triton membership of the Part-time ICOPS bargaining unit on April 18, 2019, by a vote of 4 in favor, 0 against and 2 unavailable to vote.

7. Disposal of Obsolete Computer Equipment

Mr. Sullivan stated that this is a request to release and dispose of 586 pieces of obsolete computers, monitors, printers, and computer peripherals. There is no charge to Triton College.

8. Agreement with Total Traffic and Weather Network

Mr. Sullivan stated that this is a purchase of advertisements during traffic, news, weather and sports reports to be paid to Total Traffic and Weather Network for FY20 enrollment. The advertisements will run on eight stations throughout FY20 at a cost not to exceed \$30,000.

9. Agreement with Illinois Convenience and Safety

Mr. Sullivan stated that this is a purchase of bus shelter advertisements to be paid to Illinois Convenience and Safety to support FY20 enrollment advertising. The advertisements will run throughout FY20 at a cost not to exceed \$29,000.

10. Agreement with iHeart Media

Mr. Sullivan stated that this is a purchase of radio advertisements, Web banners, Web streaming, and additional recruitment opportunities to be paid to iHeart Media, on various stations, KISS FM, WGCI, BIG 95.5, and MYFM, for FY20 enrollment. Additional recruitment opportunities may include contests with station, appearances by the radio station talent, and various events to promote Triton. The advertisements will run variously throughout FY20 at a cost not to exceed \$75,000.

11. Agreement with Hanover Research

Mr. Sullivan stated that this is an Agreement with Hanover Research for the implementation of community needs assessment, brand assessment and attitude/awareness/usage survey project of current students and district residents through June 30, 2020, at a cost not to exceed \$40,000.

12. Agreement with WKQX (Cumulus Media)

Mr. Sullivan stated that this is a purchase of radio advertisements, Web banners, Web streaming and additional recruitment opportunities to be paid to Cumulus Media Inc. (WKQX radio station) for FY20 enrollment. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton. Run dates will vary throughout FY20 at a cost not to exceed \$30,000.

13. Agreement with Interstate Outdoor Advertising

Mr. Sullivan stated that this is an expenditure paid to Interstate Outdoor Advertising to purchase billboard advertising space on North and Fifth Avenue. The Agreement will begin July 1, 2019 and run through June 28, 2020, at a cost not to exceed \$28,577.

14. Agreement with Comcast Spotlight

Mr. Sullivan stated that this is for the purchase of digital ads to be paid to Comcast Spotlight for FY20 enrollment. Run dates will vary throughout FY20 at a cost not to exceed \$26,000.

15. Agreement with Pandora Radio

Mr. Sullivan stated that this is for the purchase of audio ads with banners to be paid to Pandora Radio for FY20 enrollment. The advertisements will run variously throughout FY20 at a cost not to exceed \$30,000.

16. Agreement with Univision Communications Inc.

Mr. Sullivan stated that this is for the purchase of radio advertisements, Web banners, Web streaming, and additional recruitment opportunities to be paid to Univision Communications Inc. for FY20 enrollment. The advertisements will run variously throughout FY20 at a cost not to exceed \$21,000.

17. 2019 Federal Transit Administration (FTA) Certifications & Assurances

Mr. Sullivan stated that this is a request to approve the 2019 FTA Certifications and Assurances. The certification allows the college to continue to provide the Success Express Shuttle Bus Service. There is no cost to the college associated with the FTA Certifications and Assurances.

18. Agreement with Athletico Management, LLC

Mr. Sullivan stated that this is an Agreement with Athletico Management, LLC for athletic trainer services beginning July 17, 2019 through May31, 2020. Athletico will provide certified athletic trainers at a rate of \$26 per hour. The total cost of the contract will not exceed \$32,500.

19. Transfer of Equipment to the Oak Park Public Library

Mr. Sullivan stated that this is a transfer of ownership of computer equipment owned by the college but housed at the Oak Park Public Library as part of a grant agreement. As intended, now that the grant has concluded, the library will take over ownership of the equipment. Mr. Sullivan requested that the monetary value of the computers be added as well as that there is no further cost to the college.

20. Fees for Proficiency Credits

Mr. Sullivan stated that this is a request to approve an updated fee structure for testing services offered by the Triton Testing Center. Proficiency Exams will increase the fee from \$5 to \$50 per credit hour. There are no additional costs to the college. Dr. Jodi Koslow-Martin was called into the meeting at 4:40 pm to further discuss the updated fee structure.

21. Library Book Purchases from Amazon.com

Mr. Sullivan stated that this is a request to issue an open purchase order to Amazon.com to order single title books and other formats. The term of service is July 1, 2019 to June 30, 2020 and will not exceed \$25,000.

22. Library Membership & Database Purchases through Carli

Mr. Sullivan stated that this is a request to 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, 2019 to June 30, 2020 and will cover membership of I-SHARE and database costs not to exceed \$120,000.

23. Library Membership and Databases Purchases through NILRC

Mr. Sullivan stated that this is a request to 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, 2019 to June 30, 2020, and will not exceed \$50,000.

24. Library Periodical Subscription Service through EBSCO

Mr. Sullivan stated that this is a request to grant the Library permission to purchase current periodical subscriptions through EBSCO, a subscription service provider. The term of service is July 1, 2019 to June 30, 2020. Periodical subscriptions will not exceed \$55,000 in aggregate during FY20. No one title will exceed \$9,000.

APPROVAL OF ACTION EXHIBITS

Ms. Peluso moved, Mr. Lambrecht seconded to forward Finance New Business Items 1 through 24 to the Board of Trustees with a recommendation for approval as modified. Voice vote carried the motion unanimously.

PURCHASING SCHEDULES

- B41.24 Cut Stock Paper: Ms. Schafer recommended that the Board accept the proposal for the purchase of Cut Stock Paper from Murnane Paper in accordance with their low specified bid of \$46,772.40.
- B41.25 RTU-6 VAV Work – Building “B”: Ms. Schafer recommended that the Board accept the proposal for the RTU-6 VAV Work Building B project from Amber mechanical in accordance with their low specified bid of \$83,985.00.
- B41.26 Science Lab Renovation Building “D”: Ms. Schafer recommended that the Board accept the proposal for the Science Lab Renovation Building D project from Edwin Anderson Construction Company in accordance with their low specified bid of \$821,550.00.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan moved, Mrs. Potter seconded to forward Purchasing Schedules B41.24 through B41.26 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

CLOSED SESSION

The Committee determined that there is no reason to go to Closed Session.

INFORMATION ITEMS

- Monthly Financial Report

ADJOURNMENT

Mr. Sullivan moved, Mr. Abezetian seconded to adjourn the meeting at 4:56 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

Carolyn Palmer

Carolyn Palmer
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: June 4, 2019