

Name: Luzerne County Community College Board of Trustees Board Meeting
Date: Tuesday, December 20, 2022
Time: 6:00 PM
Location: Luzerne County Community College Campus Center, Nanticoke PA
Recording: https://www.luzerne.edu/about/bot/GMT20221220-222805_Recording_1920x1080Trim.mp4

AGENDA ITEM	NOTES	<u>ACTION TAKEN</u>
Pledge of Allegiance		
1.Roll Call	<p>Present: Robert Bertoni, Paul DeFabo; Joseph Esposito; Holly Evanoski; Bernard Graham, Ph.D., Erin K. Keating, Ed.D.; Joseph Lettiere; Joseph Long; Catherine R. O'Donnell, Esq., Vice Chair; C. Daniel Rodgers, Board Chair; Anthony Seiwel; Susan E. Unvarsky; and Lars Anderson, Esq., College Solicitor.</p> <p>Excused: George Brown, James Dennis, and August Piazza</p>	
	<p><i>C. Daniel Rodgers, Board Chair, reported prior to the start of the December 20, 2022, Board meeting an Executive Session was held to discuss personnel and litigation issues.</i></p>	
2.Public Comment	2. C. Daniel Rodgers, Board Chair, opened the floor for public comment.	2.N/A.
3. Approval of October 25, 2022, Board Minutes	3. Board Chair Rodgers recommended approval of the October 25, 2022, Board minutes.	<p>3.Approved. Motion made by Robert Bertoni, Board Secretary; seconded by Joseph Long.</p> <p>Vote was all "yes". Motion carried.</p>
4. Approval of December 20, 2022, Board Agenda	4. Board Chair Rodgers recommended approval of the December 20, 2022, Board agenda.	<p>4. Approved. Motion made by Erin K. Keating, Ed.D.; seconded by Catherine R. O'Donnell, Esq, Vice Chair.</p> <p>Vote was all "yes". Motion carried.</p>

5. REPORT OF OFFICERS AND AGENTS

<ul style="list-style-type: none"> <li data-bbox="142 233 373 258">○ Audit Report <li data-bbox="142 673 428 698">○ Foundation Report 	<p data-bbox="562 233 1434 630">Shawn Strauss, Senior Manager, at Maher Duessel presented the financial statement report. For fiscal year 2022 the College received a clean opinion. Total assets for the College were approximately \$99.5 million compared to \$100 million for fiscal year 2021. Total liabilities for the College were \$62 million compared \$70.4 million in fiscal year 2021. Total operating revenues for the College were \$21 million compared to \$22 million in fiscal year 2021. Total operating expenses were \$77 million compared to \$66.5 million in fiscal year 2021. Total non-operating revenues were \$52.5 million compared to \$38.8 million in fiscal year 2021. The total change in net position in fiscal year 2022 was approximately \$5.7 million as compared to a loss of \$4 million in fiscal year 2021.</p> <p data-bbox="562 673 1461 941">Rebecca Brominski, Executive Director, Institutional Advancement and Foundation, reported during the first half of the fiscal year the Foundation raised over \$500,000 for our students. This was achieved by securing new endowments, additional scholarships, obtaining over \$350,000 in EITC tax credits, and surpassing our sponsorship goal by raising \$95,000 for our annual scholarship celebration. Mrs. Brominski publicly thanked her Institutional Advancement team for all of their hard work in helping us achieve our accomplishments.</p> <p data-bbox="562 982 1457 1281">The second annual Adopt a Trailblazer initiative saw great success. Due to the part of the generosity of our College family, trustees, and community partner the Askam Community Methodist Church. This initiative provided 65 students and their families with Thanksgiving meals. This included for the first time 25 students from our dedicated sites. The upcoming Schulman Gallery Art Exhibit will feature our very talented Faculty and Alumni. The LCCC Alumni Association annual Giving Day has seen quite a bit of success, raising over \$20,000 to date and the fundraising efforts run to June 30th, 2023.</p> <p data-bbox="562 1323 1465 1385">Mrs. Brominski wished everyone a wonderful holiday season. President Leary stated that the College recently held a ribbon cutting</p>	<p data-bbox="1486 233 1818 258">No question or comments.</p>
---	---	---

<ul style="list-style-type: none"> ○ Student Life and Athletics E-Sports Arena 	<p>ceremony to commemorate the opening of the Student Life and Activities Lounge and E-Sports Arena. President Leary introduced Tyler Russell, Director of Student Life and Athletics and Kyle Davis, E-Sports Manager to speak about the program.</p> <p>Tyler Russell stated he and Kyle Davis are excited to have this space for our students at Luzerne County Community College. Statistics show that students who are more engaged academically and socially at their colleges are more likely to return to college semester after semester, and students who persist at college are more like to graduate with a diploma or certificate, transfer to a 4-year university or find a job in their chosen field after they leave their college.</p> <p>Mr. Russell noted the space provides different areas for our students. The first area is the Student Life Lounge, a simple space for students to get together and hang out, relax during their school day. The Student Life Lounge is a space where students can feel welcome, is accessible and a place where our students feel comfortable being in. The second space is the Trailblazers E-Sports Arena, a new, state of the art, gaming arena. And the third space is the Student Life and Athletics Office, near the back of the lounge. This is where you can Mr. Russell, Kyle Davis, and our secretary, Teddi Janosov who work in the office. When on campus we welcome you come in and say hello and get to know us.</p> <p>In the Spring semester we will be starting our E-Sports programming and teams. We will be holding some intramural matches and open gaming times to help students get acclimated to the games we are going to be playing, and in the fall semester of 2023 we will have LCC's first varsity E-Sport teams ready to start formal competitions. Kyle Davis, the E-Sports Manager for the Student Life and Athletics Office, will be heading up the new E-Sports teams as they form. If you have any questions, please do not hesitate to contact me.</p> <p>President Leary stated the opening of the new E-Sports Arena and Student Life Lounge is another example of the great accomplishments we have had at the Luzerne County Community College. That is always</p>	
---	---	--

	<p>our focus – to provide the best opportunities for our students as they continue their education at Luzerne County Community College. President Leary stated this will be his focus over the next 18 months of his contract extension which was renewed in October 2023, noting there is more work to be done.</p> <p>President Leary emphasized he will continue to work with the Board, the faculty, staff and the President’s Leadership Team in accomplishing the goals of our strategic plan and in our mission.</p> <p>President Leary announced that at the end of his contract in June of 2024, he will retire as President of the Luzerne County Community College.</p> <p>Board Chair Rodgers congratulated President Leary on his retirement announcement and thanked him for the many years of service to the College. Board Chair Rodgers noted, as President Leary stated there is a lot of work to be done under his direction, and Board Chair Rodgers is confident the work will be accomplished over the next 18 months. Board Chair Rodgers looks forward to working with President Leary and his staff and administration to make sure the focus is on our students so that all the projects are accomplished over the next 18 months.</p> <p>At this time, Board Chair Rodgers asked for everyone to join him in congratulating President Leary.</p>	
<u>ACTION ITEMS</u>		
6. Report of the Executive Committee	6. Daniel C. Rodgers, Board Chair, presented the following Executive Committee report.	ACTION TAKEN
<p>6A. Ratification, Micro-Credential Lab Change Order #2</p> <p>6B. Ratification, Lighting Fixture Replacement</p>	<p>6A. Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm approval of Micro-Credential Lab Change Order #2 to Sean Byrne Construction in the amount of \$8,210.00 to correct a wiring issue on the project.</p> <p>6B. Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm approval of award of the Light Fixture</p>	<p>6A. Approved. Motion made by Susan E. Unvarsky; seconded by Joseph Esposito.</p> <p>Vote was all “yes.” Motion carried.</p> <p>6B. Approved. Motion made by Robert Bertoni; seconded by Joseph</p>

	Replacement at the Joseph A. Paglianite Culinary Arts Institute project bid to the lowest responsible bidder: Apollo Group in the amount of \$45,092. In addition, the architect and engineering fees payable to hemmler + camayd architects, in line with the agreement in place (9.99% for this project cost) in the amount of \$4,504.69 will be incurred. An 8% contingency fee -\$3,607.36 for the contractor and \$288.59 for related architect and engineering services – could be incurred, for a total project cost of \$53,492.64.	Long. Vote was all “yes’. Motion carried.
7. Student Success & Workforce Development Committee	7. Bernard Graham, Ph.D., Chair, Student Success, and Workforce Development Committee noted there were no action items to present at this time.	ACTION TAKEN
8. Report of the Audit, Finance and Facilities Committee	8. Susan E. Unvarsky, Committee Chair, Audit Finance and Facilities Committee presented the following report.	ACTION TAKEN
8A. Drinking Fountain Replacement Change Order	8A. Recommend the Luzerne County Community College Board of Trustees approve the change order to Linco Construction in the amount of \$5,700.00 to add an additional dual water cooler with bottle filler in the Campus Center Fitness Center. Funding for this change order is available with previously approved project contingency funds.	8A. Approved. Motion made by Joseph Esposito; seconded by Bernard Graham, Ph.D. Vote was all “yes.” Motion carried.
9. Compliance, Legal Affairs, Policies, Human Resources, Diversity & Inclusion Committee Report	9. The Compliance, Legal Affairs, Policies, Human Resources, Diversity, and Inclusion Committee, noted there were no action items to present at this time.	9.N/A.
10. Report of the Government and External Affairs, Public Relations, and Marketing, and College Foundation Committee	10. Robert Bertoni, Chair, Government and External Affairs, Public Relations, and Marketing, and College Foundation Committee, stated there were no actions items to report at this time.	10.N/A.
	Committee Chair Bertoni thanked Mrs. Brominski for hard work with the Foundation; and recognized the Alumni Association who for organizing, for the first time, an LCCC Alumni Cruise.	

	<u>Informational Items</u>	
1.Unfinished Business-Previous Meeting	1.N/A	1. No action required.
2. Communications	<p>2. All communications were included in the Board packets.</p> <p>Board Chair Rodgers reported, as Chair of the Luzerne County Community College Board of Trustees, with the President’s announcement this evening, we as a Board will need to move forward to locate a new President by June 30, 2024.</p> <p>Board Chair Rodgers stated he will appoint the following Board members to serve on a search committee to conduct a national presidential search. This committee will meet after the holiday to discuss the possibility for any additional thought of adding additional board members or engage in a national search firm. Board Chair Rodgers stated he selected the following Board members based on a number of factors: their experience and the ability to give their time and commitment to this most important matter. The Board Chair had an overwhelming amount of individuals interested to serve.</p> <p>Board Chair Rodgers appointed the following trustees to serve on the Presidential Search Committee: Robert Bertoni, Dr. Bernard Graham, Joseph Long, Dr. Erin Keating, Anthony Seiwel, August Piazza and Board Chair Rodgers. Robert Bertoni will serve as Chair of the Presidential Search Committee.</p>	2. No action required.
3.Adjournment	3. Board Chair Rodgers asked for a motion to adjourn the meeting.	<p>3. Motion to adjourn was made Dr. Bernard Graham; seconded by Catherine R. O’Donnell, Esq.</p> <p>All in favor. Motion carried.</p>