

**Cayuga County Community College**  
**Auburn, New York**

Minutes of the regular meeting of the Board of Trustees held Thursday, August 15, 2019 from F201 on the Fulton Campus and the Business Industry Center on the Auburn Campus of Cayuga Community College.

Present:	Ms. Marian Brown, Chair	Excused:	Mr. John Camardo
	Dr. Linda Van Buskirk		Hon. Pat Mahunik
	Ms. Melina Carnicelli		
	Ms. Stephanie Hutchinson		
	Mr. John Klink		
	Mr. Tony Franceschelli		
	Mr. Dan Charles		

Present in Auburn:

- Dr. Brian M. Durant, President
- Dr. Ron Cantor, Vice President of Academic Affairs and Provost
- Jeff Rosenthal, Vice President of Student Affairs
- Tom Corcoran, Director of Human Resources
- Marie Nellenback, Comptroller
- Eric Zizza, Faculty Assoc. Pres.
- Sue Orman, APG Rep

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3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)

3.1 Finance & Audit Committee (continued)

3.1.4 EXECUTIVE SALARY INCREASE

WHEREAS, in compliance with Article X, Section 1 of the Policy Handbook for Executive Staff, the Board of Trustees determines salary for each employee by annual resolution.

RESOLVED that the salaries for Executive Staff be increased by 1.9% to an employee's base salary effective September 1, 2019 to be allocated on a biweekly payroll basis.

Mr. Klink seconded the motion that carried following a unanimous roll call vote.

3.1.5 MANAGERIAL AND CONFIDENTIAL SALARY INCREASE

WHEREAS, in compliance with Article IX, Section 1 of the Policy Handbook for Managerial and Confidential Employees, the Board of Trustees determines salary for each employee by annual resolution.

RESOLVED that the salaries for Managerial and Confidential Staff be increased by 1.9% to an employee's base salary effective September 1, 2019 to be allocated on a biweekly payroll basis.

Ms. Carnicelli seconded the motion that carried following a unanimous roll call vote.

3.1.6 TO AUTHORIZE THE ACTING TREASURER TO MAINTAIN A BANKING RELATIONSHIP AT BANK OF AMERICA

WHEREAS, Cayuga Community College currently conducts banking services with Bank of America, and

WHEREAS, Cayuga Community College currently conducts banking in the ordinary course of business and the majority of the business is done electronically, and

WHEREAS, it is necessary to establish and document banking authority and functions within the College, now let it be

RESOLVED that the Board of Trustees of Cayuga Community College hereby approves the Acting Treasurer to maintain an account at Bank of America with all necessary and appropriate documentation. The authorized signers on the bank account will be the Chairman of the Board of Trustees and the Acting Treasurer. The authorized users on the established bank account will include the Chairman of the Board of Trustees, the Acting Treasurer, and the Assistant Comptroller.

Dr. Van Buskirk seconded the motion. Ms. Carnicelli made a motigo1ad1.6 (n)0oe-0.003 Tc4.3 (o)-Tf(a)-8 b0048 (g)-

3.2 Governance & Planning Committee

Ms. Carnicelli reported that meeting notes were in the Board packet.



6.0 **NEW BUSINESS**

- 6.1 Ms. Brown accepted the resignation of Trustee Angela Daddabbo with regret and wished her well.

Ms. Brown requested a motion to amend the agenda to add three items to "New Business:"

- 6.2 Additional Responsibilities and Compensation - Corcoran and Rosenthal  
6.3 Additional Responsibilities and Compensation - Heleen  
6.4 Temporary Appointment - Chief Financial Officer/Treasurer

Dr. Van Buskirk made the motion to add the items; Ms. Carnicelli seconded the motion; the motion carried unanimously following a unanimous voice vote.

6.2 **ADDITIONAL RESPONSIBILITIES AND COMPENSATION**

**RESOLVED**, effective August 1, 2019 in recognition of additional responsibilities assumed due to the vacant Vice-President of Administration/Treasurer position, the annual salary for the following employees is established:

- Thomas J. Corcoran, Director of Human Resources - \$92,500 (Management Confidential)
- Jeffrey Rosenthal, Vice-President, Student Affairs - \$120,000 (Executive)

Ms. Brown made the motion to approve the resolution; Dr. Van Buskirk seconded the motion. All additional responsibilities are related to the temporary staffing plan for Dr. DoBell's vacancy. An internal communication will be sent out. Dr. Van Buskirk made a motion to add the title, "Treasurer" to the position identified. Ms. Carnicelli seconded the motion, which was carried following a unanimous voice vote. Ms. Hutchinson made a motion to approve the resolution as amended; Ms. Brown seconded the motion, which was carried following a unanimous roll call vote.

6.3 **ADDITIONAL RESPONSIBILITIES AND COMPENSATION**

**RESOLVED**, effective August 1, 2019 in recognition of additional responsibilities assumed due to the vacant Vice-President of Administration/Treasurer position, the annual salary for9 (I)9.8 -9.2 (T).2 8

10.0 ADJOURNMENT

Ms. Hutchinson moved to adjourn the meeting, seconded by Mr. Klink and carried by unanimous voice vote. The meeting adjourned at 9:11 a.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen  
Secretary to the Board

John Klink  
Secretary, Board of Trustees