



Success. It's In Our Nature.

BOARD OF TRUSTEES MEETING  
EDUCATION AND PLANNING COMMITTEE  
June 5, 2024, at 4:30 P.M.  
FLCC Victor Campus Center, Room VC200  
200 Victor Heights Parkway  
Victor, NY 14564

Trustee Santa Abraham, Chair

**AGENDA**

**Item**

Call to order

**Responsibility**

Trustee Abraham  
Trustee Abraham

**Business**

- Review May 1, 2024, Minutes\*
- Enrollment Report Update
- Supporting Online Student Success

Trustee Abraham  
Dr. Carol Urbaitis  
Ryan McCabe & Brooke Napoleon

**Resolutions \***

Grant Professional Association Administrative Appointment: Michael Best, Apple Technology Specialist

Ed Kelty & Robin Campo

**Strategic Thought Presentation**

Update on Retention

Dr. Debora Ortloff  
Trustee Abraham

**Adjourn**

**Next Meeting:** *Wednesday, August 7, 2024- FLCC Main Campus, Stage 14, 2<sup>nd</sup> Floor, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and notice posted before the meeting).*

**Trustee Committee Members**

Santa Abraham, Chair  
Don Cass  
Donna Mihalik  
Nita Schumacher, Student Trustee  
Joan Geise (ex-officio)

**FLCC Staff Liaison**

Laura E. Ortiz, Ed.D., Provost and VP of Academic and Student Affairs

**\*Action items for consideration at the full Board Meeting**



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BOARD OF TRUSTEES MEETING  
FINANCE AND FACILITIES COMMITTEE  
Meeting after the Education & Planning Committee  
June 5, 2024, at 4:30 P.M.  
FLCC Victor Campus Center, Room VC200  
200 Victor Heights Parkway  
Victor, NY 14564

Trustee Steve Martin, Chair

**AGENDA**

<u>Item</u>	<u>Responsibility</u>
▪ Call to order	Trustee Martin
 <b><u>Business</u></b>	
▪ Review May 1, 2024, Committee Minutes*	Trustee Martin
▪ FLCC 2023-24 Operating Budget Update & Finance Report	Jason Tack
▪ Presentation of the 2024-2025 Operational Budget	Jason Tack
 <b><u>Resolutions</u></b>	
Approve FLCC 2024-25 Tuition Schedule	Jason Tack
Approve FLCC 2024-25 Student Services Fee Schedule	Jason Tack
Accept Auditor's Report for FLCC single audit for fiscal year 2022-23	Jason Tack
Accept request for proposal for sports medicine services	Jason Tack
Approve lease with Muller Field Station	Jason Tack
Adoption of Findings in Regard to the Environmental Review of the 2024 FLCC Facilities Master Plan	Jason Tack
Reject Bid for FLCC Distance Learning and Telemedicine System	Jason Tack
Authorize a contract renewal with Ferrilli for Colleague System CORE administration Services	Ed Kelty
Authorize a contract for Colleague System Support Services	Ed Kelty
Authorize a contract renewal for Ferrilli Services Support	Ed Kelty
 <b><u>Informational Items</u></b>	
▪ Accept quote for janitorial services for the Geneva and Newark Campus Centers	Jason Tack
▪ Accept bid for the maintenance and repair of boiler systems	Jason Tack
▪ Budget transfer report	Jason Tack
<b><u>Adjourn</u></b>	Trustee Martin

**Next Meeting:** *Wednesday, August 7, 2024- FLCC Main Campus, Stage 14, 2<sup>nd</sup> Floor, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and notice posted before the meeting).*

**Trustee Committee Members**

Steve Martin, Chair  
Geoffrey Astles  
George Cushman  
Rich Russell  
Joan Geise (ex-officio)

**FLCC Staff Liaison**

Jason Tack, VP of Administration and Finance

**\*Action items for consideration at the full Board Meeting**



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**BOARD OF TRUSTEES**

**ANNUAL MEETING**

**June 5, 2024**

**FLCC Victor Campus Center, Room VC200**

**200 Victor Heights Parkway**

**Victor, NY 14564**

**Trustee Donald Cass, Vice Chair**

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**AGENDA**

<b><u>Item</u></b>	<b><u>Responsibility</u></b>
<b>Call to Order</b>	Trustee Cass
<b>Approval of Annual Meeting Minutes of June 7, 2023</b>	Trustee Cass
<b>Business:</b>	
▪ Motion to Approve the 2024-2025 FLCC Board of Trustees meeting calendar	Trustee Cass
<b>Approval of Resolutions for the Annual Meeting of June 5, 2024</b>	Trustee Cass
▪ Motion to Approve the 2024-2025 FLCC Board of Trustees meeting calendar	
▪ Resolution to Appoint the 2024-2025 FLCC Board of Trustees Officers	
▪ Resolution to Appoint the 2024-2025 Assistant Secretary to the FLCC Board of Trustees	
▪ Resolution to Designate the 2024-2025 FLCC Official Newspapers	
▪ Resolution to Designate the 2024-2025 FLCC Official Depositories	
▪ Resolution to Approve Reimbursement of 2024-2025 Necessary Expenses Incurred by Members of the FLCC Board of Trustees	
<b>Adjourn</b>	Trustee Cass

**Next Meeting:** *Wednesday, June 4, 2025, Stage 14, FLCC Main Campus, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and notice posted before the meeting).*



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**BOARD OF TRUSTEES MEETING**

*(immediately following Break)*

**June 5, 2024, at 4:30 P.M.**

**FLCC Victor Campus Center, Room VC200**

**200 Victor Heights Parkway**

**Victor, NY 14564**

**Trustee Donald Cass, Vice Chair**

**AGENDA**

**ITEM**

**RESPONSIBILITY**

**Call to Order**

Trustee Cass

**Community/Public Comment**

Trustee Cass

**Board of Trustees Resolutions \***

Resolution of Appreciation Santa Abraham

Trustee Cass

Approve FLCC Board of Trustees Emeritus Policy

Trustee Mihalik

**Approve the Consent Agenda Minutes & Resolutions**

Trustee Cass

- May 1, 2024, Board of Trustees Committee & Board meeting minutes

**Resolutions on Consent Agenda:**

- Resolution of Appreciation Santa Abraham
- Approve FLCC Emeritus Policy
- Grant Professional Association Administrative Appointment: Michael Best, Apple Technology Specialist
- Approve FLCC 2024-25 Tuition Schedule
- Approve FLCC 2024-25 Student Services Fee Schedule
- Accept auditor's report for FLCC single audit for fiscal year 2022-23
- Accept request for proposal for sports medicine services
- Approve lease with Muller Field Station
- Adoption of Findings in Regard to the Environmental Review of the 2024 FLCC Facilities Master Plan
- Reject Bid for FLCC Distance Learning and Telemedicine System
- Authorize a contract renewal with Ferrilli for Colleague System CORE administration services
- Authorize a contract for Colleague System Support Services
- Authorize a contract renewal for Ferrilli Services Support

**Old Business**

Trustee Cass

**New Business**

Trustee Cass

**Chair's Report**

Trustee Cass

**President's Report**

President Nye

**Committee & Liaison Reports**

Student Trustee Report

Trustee Schumacher

FLCC Audit & ERM Committee

Trustee Astles

FLCC Board Development Committee

Trustees Mihalik

FLCC Association Liaison

Trustees Cass

FLCC Foundation Liaison

Trustees Geise

NYCCT Liaison

Trustees Mihalik

**Announcement**

**Executive Session**

To discuss matters regarding the employment history of a particular person or matters leading to the employment of a particular person pursuant to article fourteen of the civil service law [New York Public Officers Law, Article 7, §105, (f)].

**Adjourn**

Trustee Cass

**Next Meeting: Next Meeting:** *Wednesday, August 7, 2024- FLCC Main Campus, Stage 14, 2<sup>nd</sup> Floor, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and notice posted before the meeting).*