

**Minutes of Regular Meeting
BCCC Board of Trustees**

**September 15, 2010
Science and Technology Building Board Room**

- Members Present** Joan Chew, William DiCuccio, Jessica Forsythe, Grace Hawkins, Gordon Marburger, Bruce Mazzoni, Bill McCarrier, Glenn Miller, Dale Pinkerton, Eric Schultz, Robert Smith, Ray Steffler, Don Tylinski
- Members Absent** Brian Ellis, Gene Marcink, Dick Rittelmann
- Also Present** Susan Changnon, Linda Dodd, Jim Hrabosky, John Kearney, Nick Neupauer, Bill O'Brien, Brian Opitz, Ruth Purcell, Julie Sheptak, Francie Spigelmyer, James Lokhaiser, Sherri Mack, Renee Piovesan, Sandy Pontius-Butler Eagle
- Call To Order** Mr. Steffler called the meeting to order at 12:30 p.m.
- Agenda** Mr. Schultz moved to approve the revised agenda to include the addition of two action items. Motion Carried.
- Minutes** Ms. Chew moved to approve the Minutes of the June 16, 2010, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Susan Changnon introduced today's guests.
- Treasurer's Report** Jim Hrabosky reviewed the June and August Operating, Capital, Academic Enhancement and Restricted Funds Budget Summaries, as well as the Enrollment Reports. The Budget Summaries were accepted as presented.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
State Activities
-The community college Presidents met on August 10-11 at the Community College of Allegheny County. Budget concerns were a topic of conversations, particularly an over-reliance on state funding. Federal stimulus funding goes away next year. That means a \$770,000 budgetary hole for BC3. This is not business as usual as we move forward.
-The PA Commission is hosting the annual All-Trustee Assembly and Presidents' meeting in Hershey on September 23-24.
-Dr. Neupauer is chairing a Middle States visit at Jamestown Community College in Jamestown, NY, in 2011. He is attending a Middle States Team Chair workshop on October 12 in preparation for the visit.
-Meetings with students and elected officials were held this month as part of the Advance PA initiative.
College Activities
-BC3 is the fastest growing public institution in Pennsylvania.
-Overall credits taken are up 5% this semester.
-Bus trips to tour the LindenPointe site will be available for staff on December 20. Trustees are welcome to participate.

- BC3 won three NCMPR (Nat'l Council for Marketing & Public Relations) awards for our billboard, Viewbook and the Robotics commercial that is currently running in local cinemas.
- From the 2010 American Scholastic Press Association, Facets received First Place with Special Merit and Best Community College Literary and Art Magazine.
- The 2010-15 Strategic Plan has been printed and is ready for distribution.
- An arborist evaluated the trees on campus. There were 28 of concern; 16 of those have been removed. Work has begun to prioritize the removal of the balance.
- On September 28-29, the Civil Rights Audit will be held on-campus, with review of Title 6, Title 9 and Section 504.
- We are considering leasing textbooks to students. Jim Hrabosky is working through the details.

Executive Session

An Executive Session was held from 1:05-1:35 p.m. for the purpose of discussing personnel-related issues.

Committee Reports

Executive

Mr. Steffler reported that Executive and Finance Committees met on 8/11/10 to discuss the following: indirect cost plan RFPs, hear a presentation on financial planning software by The PFM Group., Armstrong Lodge repair quotes, Public Safety land request and banking RFPs.

Mr. Steffler reported on the Trustee Work Session held on September 1. The purpose of the session was to discuss the recommendations of the Succop Conservancy Task Force.

Action Item

Mr. Miller moved to ratify the action taken by the Executive Committee on July 29, to approve the bid of \$59,697 for an air-cooled liquid chiller for Founders Hall. Carrier Corporation of Bridgeville, PA, submitted the lowest responsible bid. Motion Carried.

Action Item

Dr. DiCuccio moved to approve the agreement, as amended, between Butler County Community College and the Butler County Community College Education Foundation, Inc. with regard to the Succop Conservancy. Motion Carried.

Finance

Mr. Schultz elaborated on the Executive and Finance Committees' meeting on July 29 as reported by Mr. Steffler. The presentation by The PFM Group was very informative. Their software helps align variables to project financial goals. It is a good product, but expensive. This is not a good time to make the investment.

The Finance Committee met again on September 8 to discuss the following:

- Beth Dittmer & Betsy Krisher of Maher Duessel CPAs reviewed the general timetable for the June 2010 audit and draft report delivery.
 - Jim Hrabosky & Jake Friel gave an update on the indirect cost RFP. Black, Bashor and Porsch of Mercer County was the successful bidder. Three companies submitted bids ranging from \$2,800-\$34,000. The study will begin at the start of the audit and conclude after the audit is complete.
 - Cost-saving options were presented including an adjusted voluntary work schedule.
- Mr. Schultz commended the College's leadership for a good financial business model.

Facilities

Mr. Steffler acknowledged Brian Opitz and the Operations staff for all of the projects they accomplished this summer, particularly the Building D renovation and providing a new space for the Children's Creative Learning Center.

Personnel

Dr. Smith reported that the Committee met today to discuss the revised Nondiscrimination Policy and also personnel matters.

Action Item

Dr. Smith moved to adopt the Nondiscrimination Policy as presented. Motion Carried.

Academic Assessment

No report.

Delegate Reports Foundation

Ms. Chew and Ruth Purcell reported on the following:

-The annual golf outing had 100 participants and gross proceeds total approximately \$63,000.

-Received \$100,000 bequest gift from the estate of Mrs. Jane Preston. Ruth Purcell will represent the College on the Preston Property Committee.

-Received a \$50,000 unrestricted gift to support Presidential Initiatives from a friend of the College.

-Sent RFPs to lease Conservancy property for gas and oil exploration to Rex Energy, Range Resources and Chesapeake Corporation.

-Met with donors, a realtor, event businesses, Butler County Tourism and others about potential partnerships with the Conservancy.

-Awarded over \$130,000 in scholarships to 73 students.

-Distributed the 2010 edition of the Pioneer Perspectives to 16,500 alumni, donors and friends.

-The 2010 Distinguished Alumni are Ruby Wilkosz, Jacob Robison and Dawn DePasquale. They will be recognized at the October 16 Oak Hills Legacy Dinner. Donors and scholarship recipients will also be recognized that evening.

Alumni Assoc.

Mr. Miller reported on the following:

-The July 30 "BC3 Night at Pullman Park" was attended by 109 employees, alumni and friends. It was a great evening. The proceeds exceeded the Alumni Council's goal of \$500 in support of the 2010-11 Alumni Legacy scholarships.

Old Business

Mr. Steffler thanked Ms. Forsythe, Mr. Mazzone and Mr. Miller for serving on the Succop Conservancy Task Force.

New Business

Mr. Steffler congratulated Mr. Marburger on his investment in the Butler Blue Sox baseball organization.

Adjournment

Dr. DiCuccio moved to adjourn the meeting. Motion Carried. The meeting adjourned at 1:55 p.m.



Jessica Forsythe
Secretary