

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

**December 6, 2023**

**Ray D. Steffler Board Room, Main Campus**

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Vicki Hinterberger, Joe Kubit, Robi Lombardo, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Joe Taylor, Nadine Tripodi
- Members Absent** Gordon Marburger
- Also Present** Megan Coval, Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Julie Sheptak, Case Willoughby, Melinda Ripper, Kristen Schooley, Eddie Trizzino-Butler Eagle and Beth Dittmer and Sara Reed of Maher Duessel CPAs
- Call to Order** Dr. DiCuccio called the meeting to order at 12:30 p.m.
- Agenda** The agenda was accepted as presented.
- Minutes** The minutes of the October 25, 2023, board meeting were accepted as presented.
- Introduction of Guests** Jess Matonak introduced the guests.
- Treasurer's Report** Beth Dittmer and Sara Reed of Maher Duessel CPAs presented an overview of the 2022-23 audit. A detailed review was presented to the Finance committee on November 30. The audit received an unmodified opinion which is the best result. Jim Hrabosky thanked everyone who worked to provide information for the auditors during this months-long process.
- Jim reviewed the November 2023 Operating, Capital, Restricted and Federal/State Grant Funds Budget Summaries. He also presented enrollment comparison reports for fall 2022 and 2023 and for spring 2023 and 2024. The Treasurer's Report was accepted as presented.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:  
State and Federal Activities  
-Dr. Neupauer shared the following from ACCT about the state budget:  
"As PA lawmakers continue to debate whether to fund parts of the state budget, people who run key programs around the commonwealth are being forced to make tough decisions. Community colleges received \$260 million in the budget Gov. Shapiro signed in August, a two percent bump. Generally, this money is distributed to community colleges in quarterly payments; the last check went out in June. Without a fiscal code, however, officials with the PA

Commission for Community Colleges say community colleges are on-track to miss at least two payments even if lawmakers finish the budget by December. As a group, the 15 schools have agreed not to cut academic expenses to protect students, faculty and staff, which means colleges are either taking out expensive loans or tucking into financial reserves to make ends meet.”

Dr. Neupauer continued that our 15 community colleges are putting on a full-court press to receive these funds. Unfortunately, our sources are saying this may extend to March or April. We are doing everything we can to maintain normal operations and protect students, faculty and staff. But as this continues, the pressure on administration mounts. This is occurring in a year where we already face a budget deficit that we are proactively addressing. Our strategic reserves can only absorb so much. We have had a \$1 million line of credit for years and have never tapped into it. We are beginning talks to increase the line of credit to \$3-4 million at nine percent interest.

Dr. Neupauer spoke with Commissioner Geyer about the possibility of advancing a county payment before it’s due in March. The Bookstore also has funds that we can transfer in order to help. Vendors and payroll will continue to be met. This is not sustainable and we hope we are not forced into worst-case scenario planning. Chairman Kubit thanked Dr. Neupauer and the administration for their work on this.

-On November 14, Mr. McDowell and Mr. Scotece represented BC3 in attending the virtual PA Commission for Community Colleges all-trustee meeting.

#### College Activities

-Middle States work continues. Drs. Richardson, Willoughby, Novak, Zaginaylo, Kociela and Asst. Dean Anke are currently at the annual Middle States conference in Philadelphia.

-Our work continues on the feasibility study with Penn State Shenango.

-We continue to investigate options for BC3 @ Lawrence Crossing.

-A much-needed holiday luncheon was held for the College community on November 30. Thanks to Dr. Russell for attending.

-The BC3 Winter Session begins on December 11. There are 160 students enrolled to date.

#### Executive

No report.

#### Finance

Mr. McDowell reported the committee met on November 30. Topics discussed were the technology lease and audit. Dr. Neupauer gave updates on the state budget, BC3 @ Armstrong, BC3 @ Lawrence Crossing, contract negotiations with the Butler County Community College Education Support Professionals, PSEA/NEA and applying for Employee Retention Tax Credits.

#### Motion 2022-23 Audit

Mr. McDowell moved to accept the 2022-2023 audit as prepared by Maher Duessel CPAs. Motion Carried.

Resolution 23-11 State Public School Building Authority Loan Request

Mr. McDowell moved to undertake the financing of a project consisting of \$1,750,000 for the purchase of equipment/technology including, but not limited to: computer equipment, security equipment, professional services and software from the State Public School Building Authority’s revolving loan fund. The maximum term of the loan is five years with interest to be calculated at 3.5 percent fixed. Motion Carried.

**Facilities**

Mr. Miller reported the committee met today and discussed the following:

- VKP Nursing and Allied Health Building punch list items
- 2024 Commencement
- BC3 @ Lawrence County – The lease ends in June 2025 and we are looking at options.
- BC3 @ LindenPointe
- Addressing the external appearance of the STEM building.

**Personnel**

No report.

**Academic Assessment**

Dr. Russell reported the committee will meet on January 16.

**Quality Assessment**

Mr. Scotece reported the committee will meet on December 19.

**Foundation**

Megan Coval reported on the following:

- The Foundation underwent its annual audit in September and October, resulting in a clean audit. Thank-you to Lynn Ismail for her work on this.
- A BC3/Penn State feasibility study midpoint meeting was held on November 9. All groups reported good progress and no significant roadblocks. A final report will be issued to all stakeholders in the early part of 2024.
- The Foundation kicked off the Annual Employee Campaign on November 27. Last year, nearly 25 percent of BC3 employees participated.

**Alumni Council**

No report.

**Old Business**

None

**New Business**

None

**Executive Session**

An Executive Session was held from 1:21-2:00 p.m. to discuss personnel matters.

**Adjournment**

The meeting adjourned at 2:00 p.m.

Glenn T. Miller  
Secretary