

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

September 19, 2018

Ray D. Steffler Board Room, Main Campus

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Joe Kubit, Gordon Marburger, Bruce Mazzoni, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Ray Steffler
- Members Absent** Nancy Staible, Joe Taylor
- Also Present** Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Ruth Purcell, Belinda Richardson, Julie Sheptak, Case Willoughby, Mike Hnath, Madhu Motha
- Call to Order** Mr. Steffler called the meeting to order at 12:30 p.m.
- Agenda** Mr. Kubit moved to approve the agenda. Motion Carried.
- Minutes** Mr. McCafferty moved to approve the Minutes of the June 20, 2018, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Jess Matonak introduced today's guests.
- Executive Session** An Executive Session was held from 12:33-1:28 p.m. to discuss personnel matters.
- Treasurer's Report** Jim Hrabosky reviewed the June and August Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for fall 2017 and 2018.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
College Activities
-Fall enrollment to date is down approximately three percent in headcount. We are doing well, though, with distance education, non-sponsored and out-of-state.
-We are moving forward with the Butler Unified Plan. Heading this initiative is Mark Gordon, Butler County Chief of Economic Development and Planning.
-Student housing options in downtown Butler continue to be pursued.
-Work has begun on developing the progress letter due to Middle States on April 1, 2019.
-Our collaboration with the University of Pittsburgh regarding their Titusville location continues.

-Dr. Neupauer and Jim Hrabosky were invited by Moody's to co-present at the Eastern Association of College and University Business Officers conference in Buffalo in October. The title of the presentation is Charting the Role of Community Colleges in Higher Education.

-The BC3@Lawrence Crossing building owner is delinquent in paying property taxes for the site. BC3 leases the building. A Public Notice of Tax Sale was posted on the building on September 17. This does not affect our ability to offer classes at the site.

State and Federal Activities

-BC3 received a 2.7 percent increase in state funding.

-Dr. Neupauer is participating in a Post-Secondary Roundtable in Washington, DC, on September 25. Senator Casey is hosting the event.

Executive

No report.

Finance

Mr. McDowell reported a committee meeting was held on September 4. The following items were discussed:

-Seven grant programs are offered by PHEAA. A program review resulted in few findings, however, there were some differences in the amount that was processed for non-sponsored students. Therefore, the College will pay PHEAA back approximately \$13,000. BC3 typically processes \$1.5 million of total state aid annually.

-With the growth of BC3@Armstrong, site location options are being discussed.

-The BC3 Education Foundation, Inc. is pursuing an opportunity to refinance its existing loan at BC3@LindenPointe.

-Property taxes on the BC3@LawrenceCrossing building have not been paid by the owner. A tax sale of the property has been scheduled for late September.

-The committee agreed to raise the College check signing limit of non-routine expense items from \$6,000 to \$10,000. Previously, certain checks over \$6,000 needed to be co-signed by a member of the Executive committee of the board and the VP for Administration and Finance.

-A refinance of our 2011 bonds (STEM building) will yield approximately \$230,000 in savings. These funds will be used for the BC3@Cranberry renovation.

Resolution 18-13—Issuance by the State Public School Building Authority of College Revenue Bonds

Mr. McDowell moved to approve the requesting and approving the issuance by the State Public School Building Authority of college revenue bonds to finance the refunding of prior bonds by the Authority for the College; approving a purchase contract for said bonds; authorizing and directing execution of a loan agreement or supplemental loan agreement to secure said bonds; approving a trust indenture or supplemental trust indenture; and authorizing incidental action. Motion Carried.

Facilities

Brian Opitz gave an update on the following:

-The BC3@Brockway renovation project went well.
-The Main Campus paving project is 90% complete.
-The BC3@Cranberry renovation is scheduled to be complete by the end of October. The building has been occupied during the renovation. Kudos to the staff for working through the demolition and construction work.
-It was a quiet start to the fall semester thanks to the Welcome Day activities that are held the week prior.

Personnel No report.

Academic Assessment No report.

Quality Assessment No report.

Foundation Ruth Purcell reported on the following:
-This was the best year ever for the Foundation golf outing, raising over \$90,000.
-The Foundation processed 415 scholarship applications.
-The Foundation Board Development committee will recommend up to five candidates for membership to replace current members whose terms will expire in May 2019.
-Foundation board meetings in academic year 2018-19 will be held in September, November, March and June.
-The Finance committee met on August 23, to discuss BC3@LindenPointe financing.
-Events

- Wills for Heroes on September 22 – Free event by Butler County Bar Association. Provides first responders and military veterans with free estate planning.
- Highmark Healthcare Expo on September 30 – This event is run through Highmark and the Post-Gazette. It is for people age 60+ and provides free health screenings, cooking demos, fitness classes and seminars.

Alumni Council Mr. Miller reported on the following:
-The annual Oak Hills Dinner is scheduled for October 13. Distinguished Alumni are Commissioner Kim Geyer and Ms. Sandy Ihlenfeld.
-The annual Bowling for Scholars event is scheduled for November 10, at Family Bowlaway.

Old Business Congratulations to Trustee Brian McCafferty, owner of Kenmac Rental and Sales, for being honored by the Chamber of Commerce at the annual Celebrate Business event on September 12.

New Business No report.

Adjournment

Ms. Paserba moved to adjourn the meeting. Motion Carried. The meeting adjourned at 2:30 p.m.

Jennifer R. Pullar, Esq.
Secretary