Cayuga Community College Board of Trustees

A u b u r n, N e w Y o r k

Minutes of the Annual and Regular Session meeting of the Board of Trustees held **June 25, 2026**.

Auburn Campus:	Mr. Mark Coleman, Vice Chair	Dr. Linda Van Buskirk, Trustee
	Ms. Marian Brown, Trustee	Ms. Agnes Crothers, Trustee
	Ms. Heidi Nightengale, Trustee	Dr. Keiko Kimura, Provost & VPAA
	Dr. Brian M. Durant, President	Ms. Lindsey Suppes, HR Director
	Ms. Kelly Albrecht, CFO & Treasurer	Mr. Guy Cosentino, Foundation Director
	Ms. Annette LeFever	
Via Zoom:	Ms. Hannah Iozzio, Trustee	Ms. Stephanie Hutchinson, Trustee
	Mr. Dan O'Neil	Mr. Eric Zizza
	Ms. Rebecca Devendorf	Mr. Debdulal Bagchi
	Ms. Misty Digaetano	Mr. Andrew Poole
Absent:	Mr. Tony Franceschelli, Chair	Ms. Angela Winfield, Trustee
	Mr. Jeffrey Pirozzolo, Trustee	Dr. Cathy Dotterer, VPSA

Vice Chair Mark Coleman called the Annual Meeting to order at 8:01 AM.

1.0 ANNUAL MEETING

1.1 2026-27 Board Officer Elections & Committee Assignments

Mr. Coleman presented the slate of officers and made a motion to approve. Dr. Van Buskirk seconded the motion which carried by a unanimous voice vote.

Board Chair	Marian Brown
Board Vice Chair	Tony Franceschelli
Board Secretary	Jeff Pirozzolo

Finance and Administration Committee

Chair	Stephanie Hutchinson
Vice Chair	Angela Winfield
Members	Tony Franceschelli; Jeff Pirozzolo; (Board Chair, if quorum needed)

Governance and Planning Committee

Chair	Mark Coleman
Vice Chair	Linda Van Buskirk
Members	Aggie Crothers; Heidi Nightingale; (student trustee);

Nominating Committee

Chair	Stephanie Hutchinson
Members	Linda Van Buskirk; Marian Brown

CCC Foundation representative

Jeff Pirozzolo

1.2 2026-27 Board Meeting Schedule

Mr. Coleman noted the Board meeting and County Legislature meeting schedules were included in the Board materials. Dr. Van Buskirk made a motion to approve, Ms. Brown seconded. The motion carried with all in favor. The annual Board meeting schedule will be posted to the college website and included in each Board Agenda.

1.3 Adjournment
With all Annual Meeting business complete, Ms. Coleman made a motion to adjourn the Annual Meeting. With all in favor, the Annual Meeting adjourned at 8:05 AM.

Vice Chair Coleman called the Regular Session meeting to order at 8:05 AM.

2.0 <u>PUBLIC COMMENTS</u>

Professor Dawn Matajas-Czolowski thanked Trustees and the President for supporting the annual Volunteer Income Tax Assistance Program. This program is administered by the Cayuga County United Way and the College has been a community site for nearly a decade now. Professor Czolowski and her students participate as volunteer tax preparers for the program. This year they prepared 366 returns, an 18% increase from last year. The program resulted in refunds totally $118K in earned income refunds, $78K in Child Tax credits, $104K in Federal tax returns and 446K in State tax refunds for local residents. The average income of earners utilizing this program was $30,000.

Trustees thanked Professor Czolowski for her leadership in continuing this important program and student learning experience.

3.0 <u>CONSENT AGENDA</u>

Mr. Coleman stated the Board Minutes from the May 2026 meeting and monthly Invoice and Stipend Reports were included with the agenda packet. He made a motion to approve, Ms. Brown seconded. The motion carried with all in favor.

4.0 <u>2026-27 COLLEGE BUDGET SUMMARY</u>

Dr. Durant presented the Proposed FY27 college operating budget. He reviewed the budget in detail, explaining the assumptions used in its development and highlighting anticipated changes in both revenues and expenses. Significant expense increases are projected in negotiated salaries, employee health insurance, and utilities. The proposed budget is based on an enrollment projection of 1,865 FTE and includes a 3% tuition increase, along with minor adjustments to the fee schedule. Consistent with SUNY guidance, the College has eliminated the Technology Fee, resulting in an estimated revenue loss of nearly $500,000. The proposed budget also includes the use of $1.6 million from the College's fund balance.

5.0 <u>FINANCE & AUDIT COMMITTEE MEETING NOTES</u>

Ms. Hutchinson noted that the meeting minutes from the June committee meeting were included in the agenda packet and stated the committee has just one resolution to move this month.

5.1 Resolution Approve the 2026-27 College Operating Budget

Ms. Hutchinson read the resolution and made a motion to approve, Ms. Brown seconded the motion. The motion carried by a roll call vote of 7:0.

5.0 **GOVERNANCE & PLANNING COMMITTEE MEETING NOTES**

Dr. Van Buskirk stated that the meeting minutes from the June 2026 committee meeting were included in the agenda packet. She shared that the meeting included excellent presentations on Enrollment and the Ability to Benefit program and encouraged Trustees to read the meeting nots for further detail. Dr. Van Buskirk stated one resolution is being presented as an informational item. The Governance Committee has nominated retired Trustee John Klink for a NYCCT Award to recognize his significant contribution to the College. The nomination packet required a Board resolution and due to the nomination timeframe.

5.1 **Informational Resolution to Nominate Retired Trustee John Klink for the NYCCT Marvin A. Rapp Award.**

This resolution was approved at committee by majority vote and signed using the two-signature provision of the bylaws. A copy of that resolution was introduced as an informational item.

6.0 COLLEGE REPORTS

6.1 President's Report

Dr. Durant thanked trustees for approving the college operating budget and he thanked CFO Kelly Albrecht and her team for their hard work on this year's budget. He shared the next step will be to bring the budget to the County Legislature for their approval. He thanked the County Legislature for reappointing Trustee Hutchinson and Trustee Pirozzolo to new terms starting July 1, 2026.

Chair Tony Franceschelli was not able to attend today's meeting, however President Durant noted his term as chair concludes at the end of this month and thanked him for his service and leadership over the past four years. And finally, Dr. Durant thanked the college Foundation Executive Director for hosting a wonderful Alumni Recognition event last night.

6.2 Provost & Vice President of Academic Affairs

Dr. Kimura thanked Chef Patrick Leibacher and his students for hosting 4 Culinary to Go lunches. 106 lunches were sold to community members. Dr. Kimura spoke about a recent Prison Education Graduation ceremony that recognized two students who have completed their degrees through the program and thanked the staff who attended.

Dr. Kimura spoke about recent workforce development trainings that wrapped up in May, as well as a k-12 Youth Summit in Oswego County that introduced over 400 students to manufacturing career tracks.

Dr. Kimura acknowledged the retirements of Professor's Dia Carabajal (Math); Mark Montgomery (English); and Paul Richardson (math), noting their combined total of 75 years of instructional service to the college. Trustees thanked these retirees for their service and wished them a happy retirement.

6.3 Vice President of Student Affairs

Dr. Dotterer was not in attendance at today's meeting.

6.4 CFO/Treasurer

Ms. Albrecht noted the Financial Report was included in the agenda pack and noted that the Workforce Development Center Capital funding has all been received and this project is now officially complete. She offered an update on the Comptroller search process. Finally, she noted that pre-audit work will begin in July and per the usually process, auditors are expected to conduct their field work in October.

6.5 Student Trustee

Ms. Iozzio summarized the semester student activities, noting this year saw an increase in input from student clubs across the board. She drew attention to the Student Activities Board Spring Block Party noting despite the rain, saw a significant increase in participation from last year. She reported that SGO elections were held in the Spring and there will be a new Student Trustee next year. Finally, Ms. Iozzio thanked college staff for their work on this year's Commencement, noting that it was a wonderful event and very meaningful to be a part of it. Trustees thanked Ms. Iozzio for her service as Student Trustee for the past two years.

6.6 College Foundation

Mr. Cosentino thanked the Trustees who attended the 2026 Alumni of the Year Awards and President Durant for offering a welcome. The award winners were Auburn Police Chief Matthew Androsko '04, disability rights advocacy Kevin Hamm '06 and Cayuga Dean Jennifer Nichols '01. He further noted that invitations to the July 15th Presidents' Circle Dinner have been mailed.

Mr. Cosentino stated that he and President Durant plan to meet with David Gallagher of Harvest Fund Raising Counsel to discuss possible capital campaign projects over the next several weeks and the Foundation was doing a short-term retainer agreement with him.

7.0 <u>OLD BUSINESS</u>

None

8.0 <u>NEW BUSINESS</u>

None

9.0 <u>INFORMATIONAL FORMS INCLUDED</u>

9.1 2025 - 2026 Board of Trustees Contact List
9.2 2025 – 2026 Board and Committee Meeting Dates
9.3 25 - 2026 Attendance at County Legislature Meetings
9.4 Acronyms and Their Meanings
9.5 Open Meeting Executive Session Law

10.0 <u>EXECUTIVE SESSION</u>

Mr. Coleman stated there was a need to enter executive session for the purpose of discussing personnel and contractual matters. He stated there would be no further business conducted after executive session. Ms. Brown made the motion to enter executive session, Ms. Brown seconded the motion, which carried with all in favor. Executive Session began at 9:07 AM.

Dr. Van Buskirk made a motion to end executive session, Ms. Crothers seconded. Executive Session ended at 9:44 AM.

10.0 ADJOURNMENT

With all business complete, Mr. Coleman made a motion to adjourn the meeting. Ms. Nightengale seconded the motion which carried with unanimous consent.

The meeting adjourned at 9:44 AM.

Recorded & transcribed by:
Annette LeFever, Secretary to the Board

Respectfully submitted:
Jeffrey Pirozzolo, Board Secretary

Annual & Regular session: Quorum Calls **June 25, 2026**	Present	Annual Meeting Officer Elections	Consent Agenda	5.1 Resolution Approve 26-27 Operating Budget
Recorded by: Annette LeFever, Secretary to the Board of Trustees		Coleman	Van Buskirk	Hutchinson
		Van Buskirk	Brown	Brown
Ms. Brown (Marian)	P	All in Favor	All In Favor	Y
Mr. Coleman (Mark)	P			Y
Ms. Crothers (Aggie)	P			Y
Mr. Franceschelli (Tony)	A			-
Ms. Hutchinson (Stephanie)	Z			Y
Ms. Iozzio (Hannah)	Z			Y
Ms. Nightengale (Heidi)	P			Y
Mr. Pirozzolo (Jeffrey)	A			-
Dr. Van Buskirk (Linda)	P			Y
Ms. Winfield (Angela)	A			-