



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

**Board of Trustees Meeting Minutes
May 12, 2023
Warren Administrative Office
10:00 a.m.**

Virtual Attendees:

Ms. Kate Brock
Dr. Kim Rees
Mr. Duane Vicini
Ms. Amanda Hetrick
Jamie Kuntz*

Administration/Staff:

President Susan Snelick
VP Mike Giambrone
VP Melinda Saunders
VP Jen Cummings-Tutmaher
Mrs. Andrea Shene
Mr. Adam Johnson

Absent:

Mr. Hank LeMeur
Ms. Holli Wolf
Ms. Amy Shields
Mr. Jamie Evens

*Baker Tilly

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Chairperson Brock called the meeting to order at 10:03 a.m.	
Roll Call	Mrs. Shene completed roll call. A meeting quorum was in attendance.	
Public Comment	No comments.	
Meeting Minutes	The meeting minutes from the April 14, 2023 Board of Trustees meeting were presented for approval. Chairperson Brock asked for a motion to approve the April 14, 2023 meeting minutes. Trustee Vicini so moved, seconded by Trustee Hetrick. The motion passed unanimously.	
New Business	<p>A. Operating Budget- Points of emphasis include the increased revenue due to the release of PDE funds to “catch up” with the current year’s allocation. These funds will be utilized to fund the Ellucian project and the ARC grant matching funds. Staff salaries were elevated due to vacant positions being filled and a 5% salary increase to offset inflation. A motion to approve the 2023-2024 Operating Budget was moved by Trustee Vicini, seconded by Trustee Gesing. The motion passed unanimously.</p> <p>B. 990-Jamie Kuntz presented the 990. There were no changes to the form from the previous year.</p>	



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

	<p>The only change from the prior year was the reclassification of NPRC. Financials, donors, scholarships, and disclosures were all reviewed. It was noted that the NPRC BOT F&A Committee approved the 990 at the meeting on April 24, 2023. The motion to accept the 990 was moved by Trustee Esch and seconded by Trustee Hetrick. The motion was accepted unanimously.</p> <p>C. Healthcare Insurance- VP Giambrone highlighted the new plan benefits from Highmark. With the move to Highmark from UPMC, NPRC will see an annual savings of approximately \$60,000/year. The plan will now run concurrent with the fiscal year with renewal.</p>	
Standing Committees Reports and Recommended Actions	No committee reports were presented.	
<u>Finance & Audit Committee</u>		
<u>Strategic Growth Committee</u>		



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

<u>Executive Committee</u>		
<u>Academic Affairs Committee</u>		
<u>Policy Development – Human Resources</u>		
<u>College Advancement Committee</u>		
<u>PR and Marketing Committee</u>		
Task Force Committee Reports and recommended Actions	No task force/committee reports were presented.	
<u>President’s Report</u>		
<u>VPASA Report</u>		
<u>VPSIO Report</u>		
Erie Advisory Committee Update		
Rural Advisory Committee Update		
CEC Collaboration Report		
Executive Session		



**NORTHERN
PENNSYLVANIA**
REGIONAL COLLEGE

Adjournment	Items of note include a reminder of NPRC Commencement on May 20, 2023, at 2:00 p.m. at the Titusville Mill. Trustee Esch noted that Sue Gleason, Director of Financial Aid, was awarded small business of the year at the annual Business Awards in Bradford. Chairperson Brock requested a motion to adjourn, so moved by Trustee Esch, seconded by Rees. The meeting adjourned at 10:33 a.m.	
--------------------	--	--

Respectfully submitted by: Andrea Shene



Hank LeMeur, Secretary of the Board



Date