

Board of Trustees Meeting Minutes
June 11, 2021
Administrative Offices, Warren, PA & ZOOM Connection
10:00 a.m.

Trustee Attendees:

Ms. Kate Brock
 Mr. Hank LeMeur
 Mr. Duane Vicini
 Mr. Andy Foyle
 Mr. Robert Esch
 Ms. Mary Bula
 Ms. Amy Shields

Mr. Dennis Wilke
 Mr. Greg Mahon
 Ms. Amanda Hetrick
 Ms. Jeanne Morley
 Mr. Mario Fontanazza
 Dr. Adrienne Dixon

Administration/Staff:

Ms. Susan Snelick
 Mr. Raymond Pring
 Ms. Melinda Saunders
 Ms. Ann Nelson

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Chairperson Brock called the meeting to order at 10:00 a.m.	
Roll Call	Ms. Nelson completed roll call. A meeting quorum was in attendance.	
Public Comment	No comments.	
Meeting Minutes	<p>The meeting minutes from the May 14, 2021 Board of Trustees meetings were presented for approval.</p> <p>Chairperson Brock asked for a motion to approve the May 14, 2021 meeting minutes as presented. Trustee Foyle so moved, second by Trustee Vicini. The motion passed unanimously.</p>	
New Business	<p>A. Bylaws Advisory Committee Formation Resolution - the Executive Committee presented, reviewed and recommended the resolution regarding the formation of the BOT Strategic Growth Committee and its committee composition.</p> <p>Chairperson Brock asked for a motion to approve the resolution. Trustee Esch so moved, second by Trustee Foyle. The motion passed unanimously.</p> <p>B. Capital Budget upon recommendation of the Finance and Audit Committee– Trustee LeMeur and Mr. Pring reviewed the budget that was previously approved by the finance and audit committee and presented to the board for their</p>	

	<p>approval and answered questions regarding its content.</p> <p>Chairperson Brock asked for a motion to approve the Capital Budget. Trustee Vicini so moved, second by Trustee Hetrick. The motion passed unanimously.</p> <p>C. Fall Modality Discussion – President Snelick shared the college’s stop-gap plan for the fall 2021 semester.</p> <p>D. July and August BOT meeting dates – Chairperson Brock discussed the need for a July board meeting this year with August as the break month with no board meeting.</p> <p>Chairperson Brock asked for a motion to approve the change to the board meeting calendar. Trustee Vicini so moved, second by Trustee Foyle. The motion passed unanimously.</p>	
Standing Committees Reports and Recommended Actions		
<u>Finance & Audit Committee</u>	<p>A. Committee meeting minutes – were provided for the board’s information.</p> <p>B. Financial Statements - Mr. Pring reviewed the financial information provided and answered/clarified questions regarding the documents, ending April 30, 2021.</p> <p>After review and discussion, Chairperson Brock asked for a motion to approve the financial statements ending April 30, 2021. Trustee LeMeur so moved, second by Trustee Hetrick. The motion passed unanimously.</p> <p>C. Facilities Update –Mr. Pring discussed recent activities regarding the Erie and Pitt Titusville facilities.</p>	
<u>Executive Committee</u>		
<i>Executive Committee</i>	<p>A. Meeting minutes from the committee meeting were provided for the board’s information.</p> <p>B. President Snelick’s Draft Goals/Milestones – the executive committee worked with President Snelick on her goals and milestones that will be shared at an upcoming board meeting.</p>	

<u>Harrisburg Update</u>	Trustee Mahon commented on the various activities over the past month at the State Capitol.	
<u>Academic Affairs Committee</u>	No report – however the committee is planning to meet prior to July BOT meeting to review and approve academic policies.	
<u>Policy Development – Human Resources</u>	No report.	
<u>College Advancement Committee</u>	No report – however the committee is planning to meet soon.	
<u>PR and Marketing Committee</u>	Meeting minutes from the previous committee meeting were provided for the board’s information. Ms. Bula reviewed and commented on the actions of the previous committee meeting.	
<u>Strategic Growth Committee</u>	Trustee Vicini commented the committee held an organizational meeting and plans to hold its first committee meeting over the summer months, followed by quarterly, or as needed meetings.	
<u>Nominating and Board Development Committee</u>	An update was given regarding upcoming events related to this committee. The committee will be meeting in the next month.	
Task Force Committee Reports and recommended Actions		
<u>President’s Report</u>	President Snelick reviewed her report that was included for trustee information and thanked everyone for their ongoing support.	
<u>IVPASA Report</u>	Interim Vice-President Melinda Saunders reviewed her report and highlighted areas from the various departments included within.	
Erie Advisory Committee Update	No report - The committee has not met, however, President Snelick is planning to convene the committee over the summer.	
Rural Advisory Committee Update	No Report - The committee has not met, however, President Snelick is planning to convene the committee over the summer.	
Adjournment	Chairperson Brock asked for a motion to adjourn the board of trustee meeting. Trustee Hetrick so moved, second by Trustee Vicini. The meeting adjourned at 11:30 a.m.	

Respectfully submitted by: Ann M. Nelson

Henri LeMeur, Secretary of the Board

Date