

**NIAGARA COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
FEBRUARY 21, 2023**

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**A meeting of the Board of Trustees was held  
on February 21, 2023 at 4:30 p.m.  
in person, and live streaming**

**Board Members Present**

Mr. Jason Cafarella, Chairperson (arrived 5:15pm)  
Mr. Kevin Clark, Financial Secretary  
Ms. Katherine Alexander, Secretary  
Mr. David Haylett, Jr.  
Ms. Gail Tylec  
Ms. Sheila Smith  
Mr. Aidan Freischlag, Student Trustee

**Board Members Present via ZOOM**

Ms. Gina Virtuoso, Vice Chairperson

**Board Members Excused**

Mr. William Ross

**Administration Present**

William J. Murabito, Ph.D., President  
Ms. Julie Berrigan, Director of Development  
Mr. Austin Brass, Director of Admissions  
Ms. Barbara DeSimone, Assistant Vice President of Institutional Advancement  
Mr. John Eichner, Director of Business Services  
Dr. Fabio Escobar, Assistant Vice President of Academic Affairs  
Mr. Jesse Goldberg, Chief Information Officer  
Mr. Harold (Hal) Legg, Director of Public Relations  
Mr. Wayne Lynch, Vice President of Administration  
Ms. Julia Pitman, Vice President of Student Services  
Ms. Lydia Ulatowski, Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President

Financial Secretary Clark called the meeting to order at 4:35 p.m. and stated the meeting was being recorded and live streamed. Financial Secretary Clark asked Student Trustee Freischlag to lead the assembly in the Pledge of Allegiance. A moment of silence for the men and women serving in the military. He also asked for a moment of silence for the passing of Trustee Jerald Wolfgang, who was very instrumental for NCCC, Foundation Board Chair and involved in a vast number of events in the western New York area.

**PUBLIC COMMENTS**

There were no Public Comments.

## **PRESENTATION**

Financial Secretary Clark asked Vice President Ulatowski to provide information regarding Middle States. Vice President Ulatowski discussed the meeting on Friday, March 3 with Middle States liaison Dr. Anne Wahl, from 11:30 – 12:30 p.m., which board members are to attend. She provided a handout with the agenda for this meeting, along with the Middle States Self Study Design template. Middle States Co-Chairs Dr. Fabio Escobar and Andrew Yeager gave a brief description of the process. The meeting on March 3 will be a discussion with Dr. Wahl on Standard 1 and Standard 7.

Financial Secretary Clark thanked all those in attendance and the guests for taking the time to attend the meeting.

## **CONSENT AGENDA**

Financial Secretary Clark asked if Board members had any questions regarding the Consent Agenda items. It was moved by Financial Secretary Clark and seconded by Secretary Alexander that the Board approve the minutes from the January 17, 2023 board meeting, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

## **INFORMATION ITEMS**

Financial Secretary Clark asked Board members if there were any questions regarding the Information Items; there were no questions. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update, and Prospective Request for Bids (2).

## **CHAIRPERSON'S REPORT**

Financial Secretary Clark stated the family of Jerald Wolfgang is inviting board members and the college community to a virtual memorial for Trustee Wolfgang. A handout was provided with information for the March 12 memorial. Please let Barb Walck know if you would like to participate in the virtual memorial.

The Board Bylaw draft was provided to board members. Review the changes in red; the current list of named campus rooms will be updated and provided.

Reminder the Saturday, May 13, 2023 commencement is quickly approaching. Please let Barb Walck know if you plan on participating in commencement, as cap/gowns need to be ordered soon.

## **PRESIDENT'S REPORT**

President Murabito discussed the following:

- A ribbon cutting was held today at 3:30 p.m. for the new Infant Room at our John R. Oishei Child Development Center. Exec. Vice President Blythe T. Merrill from John R. Oishei Foundation and other employees were present along with several NCCC board members and the campus community. Cookies were provided and were shared at the meeting today.
- President Murabito asked Assistant Vice President Barbara DeSimone to introduce her new employee. Welcome to Julie Berrigan, the new Director of Development. Ms. Berrigan is pleased to join the NCCC team and she provided information on her background. Welcome Julie!
- President Murabito asked Vice President Julia Pitman to introduce her new employee. Welcome to Austin Brass, the new Director of Admissions. Mr. Brass provided some background information, and looks forward to being part of the NCCC team. Welcome Austin!
- President Murabito discussed the importance of our board members being involved in the Middle States Process.
- President Murabito briefly discussed a tour of the Niagara County Jail, with Vice Presidents Ulatowski and Lynch. This is an anticipated opportunity for enrollment through the Niagara County Jail.

- President Murabito stated the budget will be discussed during the business and finance report.
- The NCCC Women's and Men's basketball teams will be playing this weekend. If they win these games, they will move on to the regional playoffs.

#### **STUDENT TRUSTEE REPORT**

Student Trustee Freischlag provided his report.

#### **FACULTY OBSERVER REPORT**

The Faculty Observer Report was given by Dr. Elizabeth Sachs, Faculty Senate President. She provided a handout to board members.

#### **COMMITTEE REPORTS**

##### **ACADEMIC/STUDENT LIFE COMMITTEE**

Committee Chairperson Smith asked Vice President Ulatowski to discuss the Emeritus Award for retired faculty member Audrey Agnello.

It was moved by Committee Chairperson Smith and seconded by Trustee Tylec that the board approve the Emeritus Award to Audrey Agnello as presented. Motion was carried unanimously.

##### **FISCAL COMMITTEE**

Committee Chairperson Clark asked Jesse Goldberg, Chief Information Officer to discuss the Multifactor Authentication. He provided updates and NCCC has been piloting this process for about one year; working on deferring too much interruption during this process of updates.

Vice President Lynch discussed the Investment Policy draft. It was moved by Committee Chairperson Clark and seconded by Student Trustee Freischlag that the board approve the Investment Policy as presented. Motion was carried unanimously.

Vice President Lynch discussed the Business and Finance updates; including revenues and enrollment.

Vice President Lynch discussed the New York State executive budget highlights.

Vice President Lynch discussed the Veterans Memorial Bid/Award approval; Walter S. Johnson Building Company was the lowest bidder. It was moved by Committee Chairperson Clark and seconded by Trustee Haylett, Jr., that the board approve the Walter S. Johnson Building Company as the Veterans Memorial Bid/Awardee. Motion was carried unanimously.

It was moved by Financial Secretary Clark and seconded by Secretary Alexander that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss contract and personnel matters at 5:45 p.m. Motion carried unanimously.

It was moved by Financial Secretary Clark and seconded by Secretary Alexander that the Board come out of Executive Session at 7:12 p.m. Motion carried unanimously.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business.

**GOOD & WELFARE**

There was no Good & Welfare.

The next board meeting will be on March 21, 2023.

It was moved by Student Trustee Freischlag and seconded by Vice Chairperson Virtuoso to adjourn at 7:15 p.m.  
Motion carried unanimously.

Katherine D. Alexander  
Secretary