

LUZERNE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

Audit, Finance, & Facilities Committee Meeting

President's Conference Room, Campus Center

Monday, February 3rd, 2025

5:30PM

Membership:

Joseph Esposito, Committee Chair

Robert Bertoni, Vice Chair

Megan Kennedy, Esq.

Dr. William V. Lewis

Joseph F. Long, Board Secretary

Anthony Seiwell

Susan E. Unvarsky

Join Zoom Meeting <https://us06web.zoom.us/j/95437346256?pwd=Uzh2UDZhNXZqc0czRTM2dRT1VJQT09>

Meeting ID: 954 3734 6256

Passcode: 348641

Dial +1 646 558 8656

AGENDA

1. Approval – December 2024 Summary Joseph Esposito, Committee Chair
2. Review of Executive Cmte. Retreat Presentation Lars Anderson, College Solicitor
3. Peoples Security Bank & Trust:
 - A. Current Contract Rick Drust, Joseph Feretti, PSBT
 - B. Investment Performance
4. Treasurer's Report Erin Herman, VP of Finance
5. Recommend Approvals:
 - A. PDE Capital Application Board Resolution Natalie Staron, VP of Operations
 - B. Bid #514 – Waste Removal Len Olzinski, Director of Purchasing
 - C. CRM Replacement Trish Yencha, Chief Information Officer
 - D. Disposal of Fixed Assets Policy (Revised) Erin Herman
 - E. Local Sponsorship Policy (New) Erin Herman
 - F. Non-Solicitation and Credit Card Marketing Policy (New) Erin Herman
 - G. Contracts and Agreements (Including Grants) & Authorized Signature Policy (Revised) Natalie Staron
5. Log of Contracts & Agreements Natalie Staron
6. Informational Items:
 - A. Summary of Payments Erin Herman
 - B. Capital Projects Update Natalie Staron
 - C. Food & Event Services - # of sales Natalie Staron
 - D. Inventory Management Procedure (Revised) Erin Herman
 - E. Student Financial Responsibility Agreement (New) Erin Herman

Next Meeting: **Monday, April 7th at 5:30PM**

