

**HYBRID BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES MEETING MINUTES
Community College of Philadelphia
Wednesday, June 17, 2026 – 9:00 A.M.**

Present for the Business Affairs Committee: Ms. Mindy Posoff (presiding), Pastor Jonathon Mason (*via Zoom*), Mr. Michael Cooper (*via Zoom*), Mr. Timothy Ford, and Mr. Rob Dubow (*via Zoom*)

Present for the Administration: Dr. Alycia Marshall, Mr. Derrick Sawyer, Ms. Carolyn Flynn, Ms. Lisa Hutcherson, and Dr. Shannon Rooney (*via Zoom*), Mr. Michael Wood (*via Zoom*), Ms. Wendy Kohler (*via Zoom*), Mr. Michael Webber (*via Zoom*), Mr. Moe Rahman, and Mr. John Wiggins

Guest: Dr. Judith Gay, Vice President of Emerita

Please note that Attachment A contains a spreadsheet that lists the vendor/consultant, the amount, and the source of funding (i.e., Capital Budget, Operating Budget, Grants, or Bond Proceeds) which College Administration is seeking approval.

Business Affairs Committee had an Executive Session that was held prior to the meeting to discuss contract negotiations, real estate and personnel.

Business Affairs Committee Meeting Minutes

Ms. Mindy Posoff call the Business Affairs Committee meeting to order and reviewed the agenda items. Ms. Posoff asked Ms. Flynn to proceed with the first agenda item.

(1) Contract with SHI for Microsoft EES Renewal and Licensing Agreement (Action Item):

Ms. Flynn stated the contract with SHI is a renewal related to the Microsoft EES system and it also includes licensing adjustments. Ms. Flynn stated that the request from the College is that the Business Affairs Committee recommended the Board a one-year contract to SHI for EES renewal and licensing in the total amount of \$174,599.77. Ms. Flynn stated that Mr. Moe Rahman will provide an explanation as to the system and what this would provide to the College.

Mr. Rahman stated that it is the core of the organizational productivity, server, and backup systems. The licensing allows the College to have all of the mailboxes, OneDrive, and SharePoint. Mr. Rahman stated that from the backend, all the server operating systems that are powering the College and from the front end the operating systems running on the staffs' computers. Mr. Rahman stated that it is all bundled into the contract and Microsoft only allows a one-year contract, so the College cannot have a multi-year contract. Mr. Rahman stated that this year, the College is including 50 Microsoft co-pilot licenses, which is in alignment with the College's strategy of conscientious AI adoption across the College.

Mr. Ford asked how does the College decide who gets the 50 licenses for Copilot. Mr. Rahman replied the adoption approach the College is taking is unlike many other colleges. Mr. Rahman stated the College sat down with staff that are interested or asking for any kind of license. It sits down with the staff to figure out what they are trying to do, but a lot of times that person does not need a license. Mr. Rahman stated that the College's basic license is more

than capable of handling 80-90% of regular needs. Mr. Ford asked is it was provided through IT and Mr. Rahman replied that the College's license was prorated last year. Mr. Rahman stated that IT met with 40 staff members that had interest in the license, but only 10 of them really needed the license.

Mr. Ford stated that the College's IT is thinking very intelligently about guardrails for handing out licenses.

Action: Ms. Posoff asked for a motion for the Business Affairs Committee to recommend to the Board of Trustees to approve a one-year contract to SHI for EES renewal and licensing in the total amount of \$174,599.77. Mr. Ford moved, and Mr. Dubow seconded the motion to approve. The motion passed unanimously.

(2) Renewal of Fortinet Support Contracts (Action Item):

Ms. Flynn stated that Mr. Rahman will go over the renewal of Fortinet support contracts and the specifics related to those programs, but the request for the Business Affairs Committee is to recommend to the Board of Trustees for a one-year renewal contract with Fortinet for hardware and software support and the total cost is \$127,378.23.

Mr. Rahman stated that the College adopted zero trust network architecture strategy, which is actually one of the industry standards, and this provides the College the segmentation on the network, observation and protection in different layers. Mr. Rahman stated starting with the edge where the firewalls are sitting, then to the on-premise Banner systems to isolate those so the College can keep the data protected along with the end user devices that has the connected antivirus and anti-malware solution. Mr. Rahman stated they all work under the platform hand-in-hand and correlate information that could be potentially harmful if the College did not have that ability to stop things from happening. Mr. Rahman stated that this is the hardware support plus the software subscription cost for Fortinet, which is the software subscription that allows the College to correlate and compare with the global data and virus activities. This is why the College cannot use multiple vendors in this scenario and this will save the College some money. Mr. Rahman stated that multi-vendors do not play together under one umbrella.

Ms. Posoff asked if there was nowhere to move and Mr. Rahman replied yes because if the College would have to move the entire umbrella to another company or product that could cost more money. Mr. Rahman stated that Fortinet has a reasonable pricing point for higher education institutions like the College. Mr. Ford stated that it could be part of an overall technology plan update and Mr. Rahman replied absolutely and actually the equipment at some point will expire and once that happens, it will be an opportunity for the College. Ms. Posoff asked if it was in the overall plan and Mr. Rahman stated that it was IT's tactical plan that the College maintain the Zero Trust Network Architecture (ZTNA), but how the College changes depends on what is in the market.

Action: Ms. Posoff asked for a motion by the Business Affairs Committee to recommend to the Board of Trustees for a one-year renewal contract with Fortinet for hardware and software support and the total cost is \$127,378.23. Mr. Cooper moved, and Mr. Ford seconded the motion to approve. The motion passed unanimously.

Before proceeding to the next item, Ms. Posoff announced that the Business Affairs Committee met in Executive Session immediately prior to the start of the public meeting to discuss contract negotiations, real estate and personnel matters.

(3) Adobe Enterprise Agreement Consolidation Approval (Action Item):

Mr. Flynn stated the College is requesting that the Business Affairs Committee recommend to the Board of Trustees to approve a three-year Adobe Enterprise Term License Agreement via NERCOM at the total cost of \$324,543.

Mr. Rahman stated the College had multiple licenses but Adobe does not let companies switch over at any time. Mr. Rahman stated there are some restrictions as well as the College has needs and the College cannot switch licenses in the middle of the year because students are using it. Mr. Rahman stated the College has a unique opportunity where Adobe opened up a special enrollment migration window to combine all three Adobe contracts, Adobe Sign and the two other Adobe portfolio products. Mr. Rahman stated that if the College went through NERCOMP, the College would save a lot of money and change our vendor from SHI to GovConnection. Mr. Rahman stated the College earned the NERCOMP contract award from Adobe, so the College took the NERCOMP membership and the College's projected savings over three years is going to be close to \$100,000. Mr. Rahman stated the College did spend \$5,000 to purchase the NERCOMP membership, but the payoff is significant.

Action: Ms. Mindy Posoff asked for a motion by the Business Affairs Committee to recommend to the Board of Trustees to approve a three-year Adobe Enterprise Term License Agreement via NERCOM at the total cost of \$324,543. Mr. Dubow moved, and Mr. Cooper seconded the motion to approve. The motion passed unanimously.

(4) Update on VMWare Foundation Licensing (Information Item):

Mr. Rahman stated that IT asked last month for approval of a for a three-year contract, which was approved by the Board, but by the time it was approved VMWare changed their policy. Mr. Rahman stated that VMWare are now only offering a one-year contract so essentially that is fine because the College was interested in the ability to cancel that contract at any time. Mr. Rahman stated that the College was going to be changing the platform next year and the contract may or may not be needed beyond the first year. Mr. Rahman stated that this actually works out in the College's favor, so this is an informational purpose to let the Business Affairs Committee know that the College will be signing a one-year contract instead of a three-year contract and the price remains the same.

Ms. Flynn stated that the three-year contract, which totaled over \$100,000, is why the College presented it to the Business Affairs Committee and the Board for approval at the last meeting. Ms. Flynn stated that the annual cost for the one-year contract is less than \$100,000, so at this time the College is not requesting any additional authority from the Board to be able to move forward with the contract. Ms. Flynn stated the College just wanted to update the Business Affairs Committee that the College was not moving forward with the contract that was previously approved and are not seeking authority to move forward with the one-year contract because it can be authorized by Dr. Alycia Marshall.

Ms. Posoff asked about the status of the College's AI policy. Mr. Rahman stated that the AI Committee has been working hard for the last couple of months in developing the AI guardrail document which is strongly based on the academic guidance that are coming from Middle States and they are asking us to adhere to and produce information for our

accreditation in the future. Mr. Rahman stated that the AI Guardrail governance adoption is now being circulated through the Technology Coordinating Committee (TCC). Mr. Rahman stated that AI Committee also performed a gap analysis against all of the College's existing policies and if there were any gaps that were evident was documented and the Committee will be communicating to the policy owners about their feedback on how they can get the gaps addressed. Mr. Rahman stated that the AI Committee will come back in the Fall for approval because TCC has to approve it more it moves forward.

(5) Contract with Independence Blue Cross (Action Item):

Ms. Flynn stated that the College is requesting Business Affairs Committee to recommend to the Board to move forward with Independence Blue Cross under the negotiated terms for a three-year contract that would be ending August 31, 2029.

Ms. Lisa Hutcherson stated that the College worked with the College's Benefits Consultant through Trion/Marsh McLennan Agency (MMA). Ms. Hutcherson stated that they handle the RFP process for our medical benefits, just as a reminder, the College is a self-funded plan. Ms. Hutcherson stated that this is just the medical and does not include prescriptions, so this is for administrative services for the College's self-funded medical plan. Ms. Hutcherson stated that MMA sent the RFP out to all the national carriers within this local market that included CIGNA, Aetna, Highmark, and UnitedHealthcare. Ms. Hutcherson stated that College was excited about this RFP process because this is the first time that there has been another choice in the market. Highmark came into this local market and the College has always been locked into the Blue Cross Blue Shield (IBC) because it actually specifies in the College's Collective Bargaining Agreements (CBAs), so Highmark has provided some competition.

Ms. Hutcherson stated that the College was hoping that the College might be able to get a lower quote through Highmark and make a switch to another insurance. Unfortunately, Highmark could not provide a competitive quote and were actually higher. Ms. Hutcherson stated that Aetna did not provide a competitive quote and CIGNA did provide a competitive quote but moving to a different plan does provide disruption in terms of the access in the provider network, which never really goes well within our union population. Ms. Hutcherson stated that IBC, although initially were not most competitive, came back and were able to give the College an administrative holiday, which basically means for a period of time the College do not have to pay an administrative fee. Ms. Hutcherson stated that IBC also gave the College a flat fee and rate for the entire three years of the contract, so as a result IBC came in as the most competitive carrier in this process. Ms. Hutcherson stated the College will be saving about \$167,000 in year one of the contract and \$57,000 in year two of the contract, so over the three-year period the College would save a lot more money by continuing the relationship with IBC.

Ms. Hutcherson stated that Highmark actually kicked IBC off of their claim system when Highmark decided they wanted to come into the market, which unfortunately led to a lot of claims and billing issues for the clients within the IBC portfolio, so the College has been challenging IBC over the past year to make it right. Ms. Hutcherson stated that the College complained all the way up to the EVPs and SVPs at IBC and the College was able to get some of these administrative holidays as a result of making those complaints. Ms. Hutcherson stated that IBC knows how unhappy the College was with them, so when the College put it out for and RFP, IBC felt the real threat. Ms. Hutcherson stated that IBC knew the College was serious and we were prepared to actually go to the Federation and say the College needs to make a change despite the fact that the CBA speaks to IBC because of the issues that the

College has been having with them. Ms. Hutcherson stated that IBC knew that Highmark was a part of this RFP process, so IBC was willing to do whatever it took to keep the College's business.

Mr. Dubow asked how does the \$16.77 million compare to the current contract and Ms. Hutcherson replied that the ASO fee is actually the same, so it is flat. Ms. Hutcherson stated that it is a per employee per month rate that has not changed and it will stay the same for the entire three years of the contract.

Dr. Gay asked if the contract was going to the Executive Committee because the Board does not meet until after the start of the contract and Ms. Flynn stated that she drafted an agenda that this would be addressed at the Special Board of Trustees Meeting on Monday, June 22, 2026. Ms. Flynn stated that since the Board does not meet in July, all of these contracts and the approval of the budget would be included in Monday's meeting.

Action: Ms. Posoff asked for a motion to move forward with awarding a contract to IBC under the negotiated terms for a three-year contract from September 1, 2020 to August 31, 2029 and the source of the funding comes from the operating budget. Mr. Ford moved, and Mr. Dubow seconded the motion to approve. The motion passed unanimously.

(6) American Sign Language (ASL) Interpreting Services Contract with Deaf-Hearing Communication Centre (DHCC) (Action Item):

Ms. Flynn stated that the College currently contracts with Deaf-Hearing Communication Centre to provide American sign language interpreting services. Ms. Flynn stated the services are available to our students and anyone who really needs them and the College uses them in orientations and meetings as well, but the services are essential for maintaining compliance with the accessibility requirements and supporting our students to ensure quality and continuity of education. Ms. Flynn stated that the College is recommending that the Business Affairs Committee recommends to the Board of Trustees to approve a two-year renewal contract with Deaf-Hearing Communications Centre (DHCC) for the ASL services and the approximate cost is about \$282,506. Ms. Flynn stated the actual cost will be based on usage, so in year one would be \$90 per hour, in year two it would be \$93 per hour. Ms. Flynn stated the estimates are based upon last year's usage with the new amount. Ms. Flynn asked Ms. Wendy Kohler if she had anything else she would like to add as it relates the contract for the Business Affairs Committee to consider. Ms. Kohler replied that DHCC has gone through competitive RFP processes in the past and they do tend to come in at lowest rates and are able to fulfill all the College's expectations regarding filling assignments for our students.

Mr. Cooper asked if there was an overlap between the ASL program on the academic side and services for doing event translation as well. Also, does the College have a customer satisfaction information to know that the clients are happy with the interpretation of the translation services. Mr. Cooper stated that he heard mixed things in the ASL community. Ms. Kohler replied that the deaf community tends to be very upfront when they have concerns and the College has not received any in a long time. Ms. Kohler stated that one of the nice features of working with DHCC is that the College does have an ASL program and they provide the College with some cost cutting just because the College assists sometimes with their interpreters being able to watch our classes.

Mr. Ford stated that it might be fun to talk about what the College does for the deaf community with these services different from other community colleges that is the value at here at the College. Ms. Kohler stated that the College definitely provides more in-person interpreting services at the College and think that is very important so that students have someone who can provide and facilitate communication right there on the spot as they are going to Financial Aid and all the various services that they have to encounter at the College. Ms. Kohler stated that she believes it also really enhances the classroom experience to have in-person interpreters because this enables the interpreter if they are unclear as to what is being said, so they can pause the instructor for a minute to ensure that the interpreting services are entirely on point and that there is no miscommunication as well as to capture all the class interaction because they can hear and see what is going on in the classroom and provide a full, integrative experience for our deaf students in a hearing classroom.

Action: Ms. Posoff asked to get a motion to approve the Business Affairs Committee recommendation to the Board Trustees of a two-year renewal contract with DHCC for ASL interpreting services for approximately a total cost of \$282,506.25 and the source of the funding will come from the operating budget. Mr. Dubow moved, and Mr. Cooper seconded the motion to approve. The motion passed unanimously.

(7) 2026-2027 Property and Casualty Insurance Renewal Program (Action Item):

Mr. Derrick Sawyer stated the College annually reviews the insurance policy and insurance overall to ensure that the College has adequate coverage around \$25 million total and coverage based off of different layers and assessed liability. Mr. Sawyer stated that the College has the meeting early this year and the proposal renews at about a 13% increase over our prior year, about 1.6% and then in addition to the broker fee annually. Mr. Sawyer stated that there were two significant factors for the increase this year. Mr. Sawyer stated that the first one was a \$1.6 million insurance claim for the Art Department in the Mint Building incident earlier this year and the College is in the process of getting the work done and the second major factor for this year's is 36% increase was in our workers' compensation exposure modification factor. Mr. Sawyer stated that this is resulting in an increase in premium on the workers' comp side so we continue to work around the College as it relates to risk and safety to reduce that modification factor over the next few years so that the College can have a more favorable premium as relates to workers comp. Mr. Sawyer stated that despite these factors, the average increase in the market is around 10% to 15%, so the College we are around 13% and still under that 15% range and the good news is the College was able to maintain all of our key coverage limits and retention. Mr. Sawyer stated the College did not have to increase any retentions or reduce any of the key coverages.

Mr. Sawyer stated that the College does have a higher water deductible for CATC based off of the roof. Once that has been finalized, the College will inform the insurance and they will put the deductible back at the \$25,000 limit. Mr. Sawyer stated this year as in previous years were able to secure the premium discounts by taking in risk management activities from the State as it relates to workers' comp and also from the liability insurance with United Education the College received the 6% discount.

Mr. Cooper asked Mr. Sawyer to review the workers' comp portion and the reason for the escalation this year as well as why did it happened so fast. Mr. Sawyer replied the 30% percent increase was due to the College's activity and they look at the modification factor with workers' comp. Mr. Sawyer stated there were two things they basically look at are the claims and payroll exposure. Mr. Sawyer stated that the College's payroll has increased pretty much with the CBA and 5% raises were a huge increase over last few years. Mr. Sawyer stated

the College did have two large claims this fiscal year which will be falling off of the College's books.

Action: Ms. Posoff asked to get a motion to approve the Business Affairs Committee recommendation to the Board of Trustees the College's property and casualty insurance renewal including the broker fees of \$1.9 million and the source of the funding will come from the operating budget. Mr. Cooper moved, and Mr. Ford seconded the motion to approve. The motion passed unanimously.

(8) Adoption of the 2026-2027 Budget (Action Item):

Mr. Sawyer stated the proposed budget is really focused around student success and initiatives that the College is looking to do in fiscal year 27. Mr. Sawyer stated the total proposed budget on the operating side is around \$170.4 million and the College has incorporated the \$15 per credit tuition increase effective fall 2026. Mr. Sawyer stated the City of Philadelphia funding has increased \$1.85 million. Mr. Sawyer stated there is about a 13.9% increase based off of this year's revised budget which are slightly trending lower without the CME placeholder, the College is really about 10.5% above last year's revised figures.

Mr. Sawyer stated the College's growth assumptions are still at the 4% and the estimated use of reserve is \$9.4 million to balance next year's budget. Mr. Sawyer stated the State's funding is flat within the College's projections, but hopefully the College will get some additional funds from State. If so, the College will present a revised budget throughout the year. Mr. Sawyer stated, as relates to debt service, City operating is approximately \$44.2 million over the prior year. Mr. Sawyer stated that the \$1.85 million number with the City operating with debt service. Mr. Sawyer stated that the College takes out \$5 million first before allocating the rest to the operating, which is the \$39.2 million. Mr. Sawyer stated the State is a \$36.2 million flat because the debt service for the state is handled totally separately and that is a separate pot of money. This money does not come back to the College once the College pays off the debt. Mr. Sawyer stated the numbers include our 2026 final series as well as the 2015 refunding of the bond.

Mr. Sawyer stated that 80% of the operating budget is made up of salary and benefits and the remainder of that is from the College's expenses and the CCME allocation. Mr. Sawyer stated the September 1, 2026 the College has a 5% CBA increase that is projected in our numbers. Mr. Sawyer stated the College's benefits are about a 9% increase on medical, retirement and FICA overall. Mr. Sawyer stated about a 14.5% increase in expenses. Mr. Sawyer stated the College's projections assumes a \$2 million lap salary due to current vacant positions and the trend that the College has been having over the last few years to average and then it also includes the new faculty that the College will be bringing on board in August 2026.

Mr. Sawyer stated as it relates to revenue expenses for the operating side is \$170.4 million. Mr. Sawyer stated that the percentage of budget is about 23%, 25% from the City, 21.3% from the State. Mr. Sawyer stated that because the College's tuition increases this year the student dependence and reliance has went up to about 45% this year. Mr. Sawyer stated that all other investment income is about 3.2% and 5.5% use of reserves as relates to the revenue side.

Mr. Sawyer stated that salaries and wages about 5.2% increase. Mr. Sawyer stated the \$4.8 million, the College was able to make reductions and adjust the budget based off retirements so that has been adjusted within the budget. Mr. Sawyer stated the benefits are about 9% increase which is about \$3.2 million. Mr. Sawyer state the CCME is a placeholder as that program continues to evolve and all other expenses is where the College is seeing the largest increase. Mr. Sawyer stated the College has a placeholder in the fiscal year 27 budget for a potential SEPTA pilot. Mr. Sawyer stated that once the Board and leadership proves it. Mr. Sawyer state that all of the operating expenses include a lot of the contracts that were approved today, such as the insurance increases, software, and utilities were some of the larger areas. Mr. Sawyer stated that the College also worked to reduce several expenses to kind of fit in some of those initiatives that the College is planning to do in fiscal 27 as it relates to the SEPTA pilot. Mr. Sawyer stated that supplies, hospitality and travel were mainly the expenses were reduced and the College looked at that because based off of the current fiscal year 26 projection, the College is now projecting around 6.8%. The College originally projected around \$11 million to spend from reserves. Mr. Sawyer stated the College has been closely monitoring expenses and seeing fluctuations in spending in some departments. Mr. Swayer stated some departments are spending and other department are not, so the College has made those reductions in those areas.

Mr. Sawyer stated as it relates to the College's reserves position, the College is planning on ending fiscal 26 with around \$77.8 million in reserves. Mr. Sawyer stated the College will be starting fiscal year 27 with \$9.9 million to balance the budget and also have airmarked in reserves funding for capital and a placeholder for enrollment. Mr. Sawyer stated that at the end of fiscal year 27, the College will be around \$64.1 million and the College is trying to keep it to the 12 to 15% threshold. Mr. Sawyer state that the numbers do not reflect the potential sale of the Northwest Regional Center. Mr. Sawyer stated that with including student activities, student engagement fees, and auxiliary revenues, the total budget is around \$194 million. Mr. Sawyer stated this includes capital, debt service, and the CCME allocation.

Mr. Dubow asked what is included in all other expenses and why is the College going to be under budget and Mr. Sawyer replied that fiscal year 26 came in low mainly because some of the very large expenses that the College planned on spending was not spent. Mr. Sawyer stated that one of the items are advertising and marketing. Typically, the College does a lot of spending towards the end of the year for advertising and marketing and it did not happen this year. Mr. Dubow asked does that mean it might move into next year and be part of the reason for the big increase next year. Mr. Sawyer replied that some of the costs were budgeted for next year but not for the full amount. Mr. Swayer stated that the largest increase probably will be from the potential SEPTA pilot. Mr. Dubow ask how much was put into the SEPTA pilot and Mr. Sawyer replied it was \$900,000. Mr. Dubow stated that the increase was \$4 million so does this include the insurance increase as well and are there any other big items driving it up. Mr. Sawyer replied that another big item is the technology side. The College has reduced supplies, travel, and hospitality. Mr. Sawyer stated that the increase is really because of the College is ending this fiscal year with savings.

Action: Ms. Posoff asked for a motion to approve the Business Affairs Committee recommendation to the Board Trustees to approve the adoption of the 26-27 budget and the meeting will take place on Monday, June 22, 2026. Mr. Dubow moved, and Mr. Ford seconded the motion to approve. The motion passed unanimously.

(9) Contract with Schindler for Elevator Service (Action Item):

Ms. Flynn stated that this is a contract for elevator maintenance services for recommendation to award the contract to Schindler. Ms. Flynn stated the recommendation that came after an RFP process. Ms. Flynn stated this is for a service agreement with Schindler in the total amount of \$282,900.

Mr. John Wiggins stated the College went out through PennBid to solicit elevators because the contract ends on July 21, 2026 with the current vendor Code Elevator. Mr. Wiggins stated that all the contenders come in to do a de-scope, review them, went over the numbers, and asked questions and found Schindler to be the best price with a five year offer with no escalation. Mr. Wiggins stated that put Schindler with the lower price overall with the other vendors having a 1% or 2% increase a year, which drove them higher. Mr. Wiggins stated the College asked about the modernization and future outlooks of the elevators because they are getting old and it might be time to start putting money towards revamping and replacing them. Mr. Wiggins stated based upon last year's contract, the College will have a savings of about \$27,000 based on the price of \$56,580 that Schindler provided to the College. Mr. Wiggins stated the College is recommending that Schindler be awarded the five-year contract to service and maintain the elevators.

Ms. Posoff asked if the College questioned that there will be no escalation and Mr. Wiggins replied that Schindler could come out and said they found additional things that need to be fixed. Ms. Posoff asked if this is coming out of the operating budget if we had to replaced elevators should it come out of the bond. Mr. Wiggins replied that it is more electrical, mechanical and plumbing. Mr. Wiggins stated the College had to do an electrical upgrade; it would be taken out.

Action: Ms. Posoff asked to get a motion to approve the Business Affairs Committee recommendation to the Board Trustees to approve service to Schindler in the total amount of \$282,900 and the source of the funding will be from the operating budget. Mr. Timothy Ford moved, and Mr. Rob Dubow seconded the motion to approve. The motion passed unanimously.

(10) 2026-2027 Business Affairs Committee Meeting Dates (Action Item):

Ms. Posoff stated the proposed dates for next year's Business Affairs Committee Meetings. Ms. Posoff asked if Ms. Flynn went through with the same days as this year. Ms. Flynn replied that the College is maintaining the third Wednesday of every month at 9 a.m.

Ms. Posoff asked if Business Affairs needs to motion on the calendar and Mr. Dubow asked there where changes in the meeting, will the Committee have to vote. Ms. Flynn replied that it was an action item because the College was going to proceed with advertising versus having as approval. Ms. Flynn stated that if there is a change, the College could do it as a notification, but the College would have to re-advertise.

Action: Ms. Posoff stated that moving forward Business Affairs Committee Meeting dates can an information item. Mr. Dubow moved to approve the 2026-2027 Business Affairs Committee Meeting Dates, and Mr. Ford seconded the motion to approve. The motion passed unanimously.

(11) Purchase Authorized by Dr. Alycia Marshall in Accordance with Resolution to Authorize President Marshall to Approve Perkins Grant Purchases of One Hundred Thousand Dollars or Greater through June 30, 2026 (Information Item):

Ms. Flynn stated there were no additional purchases that were made over past month related to the Perkins Grant and the authorization by the Board provided to Dr. Marshall to approve.