



BOARD MINUTES

For the regular meeting of the Board of Trustees of Columbia-Greene Community College on Monday, November 17, 2025, at 3:30pm in Room 614 on the College campus, 4400 Route 23 Hudson, NY. The following matters were submitted for consideration and action:

Present: Ed Bloomer, Mackenzie Campbell, Doreen Davis, Joseph Giovannelli, Kelly Konsul, Charlie Millar, Peter O'Hara, Ned Schneier, Susan Timan

Others Present: Patricia Brennan, Victor Churchill, Amanda Bishop, Victoria Walsh, Mel Bruschetti, Racheal Chubb, Jon Collier-Takahashi, Maria Ostrander, Joel Phelps, Mike Phippen, Latasha Powell, Caitlin Twomey, Ember Traino, Wendy Oberdick, Scot Beekman, Drew Ledoux, Jacqueline Madry-Taylor

1. Call to Order 3:30pm

2. Roll Call

3. Pledge of Allegiance

4. Request for Approval of Agenda

Motion: Kelly Konsul **Seconded:** Charlie Millar
In Favor: 9 **Against:** 0 **Abstentions:** 0
The motion is accepted.

5. Request for Approval of the Items in the Consent Agenda

Motion: Peter O'Hara **Seconded:** Ed Bloomer
In Favor: 9 **Against:** 0 **Abstentions:** 0
The motion is accepted.

6. Introduction of Guests

7. RBT Presentation of the 2024 Financial Statements Audit

Patricia Brennan and Victor Churchill of RBT CPAs LLP presented the findings of the 2024 financial audit. They thanked the College business office and support staff for their work, outlining the volume of documents needed and the number of requests



for documents made to achieve the audit. The audit opinion was unmodified with three findings outlined on page 46 of the report. Questions were invited.

Resolution No. 1125-2321 to Accept the FY24 Financial Audit Report

WHEREAS, the financial statements of Columbia-Greene Community College must be audited every year; and

WHEREAS, the required audit has been performed by RBT CPAs, LLP; and

WHEREAS, the results of the audit have been reported to the Board of Trustees' Finance and Facilities Committee; and

WHEREAS, the auditor has issued a Corrective Action Plan for FY2024 Audit Findings;

THEREFORE, be it resolved that the Columbia-Greene Community College Board of Trustees accepts the Report of Independent Auditors on Financial Statements of Columbia-Greene Community College, as reported.

Motion: Kelly Konsul

Seconded: Susan Timan

In Favor: 9

Against: 0

Abstentions: 0

The resolution is accepted.

8. Chair's Report

Legal counsel was obtained through Thomas Simcoe of Bond, Schoeneck & King to update the bylaws of the Board of Trustees. An overview of proposed revisions to the bylaws was given, of which a redlined version was shared in advance. Most notably, the rotation of newly elected trustees to balance county representation, board officers will serve for two years instead of one, three standing committees are named, a provision to amend the bylaws on an annual basis eliminates the need to engage SUNY and the office of the general counsel with each amendment, and the executive secretary shall be the executive assistant to the board of the college. A typographical error was identified and noted for correction.

Resolution No. 1125-2318 To Adopt Revised Bylaws and Amend the Board Policy and Procedures Manual



WHEREAS, periodic review of the College Board Bylaws is mandated by said Bylaws, and

WHEREAS, after a thorough reading of the existing Bylaws document, and after seeking input from Legal Counsel, the Faculty and Professional Staff,

THEREFORE, BE IT RESOLVED, the Board of Trustees will adopt the revised attached Bylaws and add it to the Board Policy and Procedures Manual upon adoption with immediate effect.

Motion: Ed Bloomer

Seconded: Joe Giovannelli

In Favor: 9

Against: 0

Abstentions: 0

The resolution is accepted with note of a typographical error in Section 6 to be corrected without need for a subsequent vote.

The Academic Affairs committee held a workshop, the Finance and Facilities committee held two workshops, and the Personnel committee will begin work in January 2026. Board development work will begin in December to ensure alignment with MSCHE accreditation requirements.

9. President's Report

Federal changes have not impacted the College. President Walsh was invited to participate in SUNY Advocacy Day in Washington, D.C. A more detailed organizational chart was shared affirming the new leadership structure. The redesign of the Executive Leadership Team supports the Institutional Sustainability Plan. Interviews for the Chief Diversity Officer stipend role will be held this week. The IT department moved under Scot Beekman, CIO, joining from ITEC. The search for a permanent Chief Academic Officer is not currently being planned with Jacqueline Madry-Taylor through The Registry serving in this role. In conjunction with the Foundation Board, there will soon be a focus on the hire of an Executive Director for the Foundation. Clean-up of admissions data, previously irregularly recorded, will be completed by the end of this semester. On campus enrollment for fall 2025 is slightly down year over year by 5%, in line with predictions. The pace of change needs to increase, including program offerings and modalities to appeal to adult and online learners. Enrollment statistics were reviewed for CIHS and PEP. Retention needs to be a focus as a 3% retention increase in 5 years increases

revenue by \$750,000. We are close to signing our first dual enrollment agreement with the University of Albany.

10. Trustees' Reports

Academic Affairs and Student Success – Trustee Giovannelli

In a November 10 workshop, a significant number of administrative and operational issues were discussed. The committee is charged with curricular and academic matters. Guidance from AGB was reviewed. The role of enrollment (e.g., forecasts, indicators of impacts on tuition revenue) was discussed. The College automotive program was used as a case study. Programmatic reviews will be central to the committee's work. Enrollment reports with and without CIHS/PEP were reviewed.

Finance and Facilities – Trustee Konsul

The committee met on November 13 for a workshop. October financials were reviewed including the Fund balance. Next steps were discussed, including the creation of improved reports with more user-friendly charts and graphs for the board.

Student Report – Trustee Campbell

The first student senate body town hall gatherings were held on November 10 and 11. A lot of feedback was gleaned and follow up has begun. Topics included a general overview of the semester, transportation from the city of Hudson, additional funding for non-emergency needs, and the bridge toll reimbursement program. Adult learners have expressed extreme satisfaction with campus services. The campus cares team is using student persistence funding for Thanksgiving and holiday season student needs. The pantry now includes personal hygiene and household items.

11. Vice Presidents' Reports

Vice President of Administration and CFO – Amanda Bishop

The 2023-2024 fiscal year saw an operating net deficit of \$934,000. At this time, it is anticipated that the 2024-2025 fiscal year will have a \$420,000 surplus. September through December are challenging cash flow months, historically, as the county sponsor shares do not begin until January. Efforts are being made to level out the month-to-month cash flow. The College is waiting for \$1MM in receivables from Hudson Link for the fall 2025 and spring 2026 semesters.



Vice President of Student Success – Joel Phelps

The launch of the LPN program has generated significant interest. Recent enrollment strategies are strengthening inquiry to application outcomes. Federal student aid requires enrollment in 15-week classes. Changes in the Department of Education are being monitored, which could allow students enrolled in less than 15 weeks to qualify. A new brochure outlining student support resources was shared.

12. Announcement of the Monthly December 2025 Meeting

Monday, December 15, 2025, at 3:30 pm

13. Public Comment

14. Executive Session

To discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

Motion to enter executive session at 4:37pm

Motion: Susan Timan **Seconded:** Kelly Konsul

In Favor: 9 **Against:** 0 **Abstentions:** 0

The motion is accepted.

Motion to exit executive session at 5:10pm

Motion: Ed Bloomer **Seconded:** Susan Timan

In Favor: 9 **Against:** 0 **Abstentions:** 0

The motion is accepted.

15. Adjournment at 5:10pm

Motion: Charlie Millar **Seconded:** Kelly Konsul

In Favor: 9 **Against:** 0 **Abstentions:** 0

The motion is accepted.



CONSENT AGENDA

November 17, 2025

Approval of the October 20, 2025, Board Meeting Minutes

Capital Fund Expenditure

Warrant No. 63, Renovations and Improvements C06138

Resolutions:

- a. Resolution No. 1125-2319 Peace Officer Indemnification
- b. Resolution No. 1125-2320 Disposal of Surplus Vehicle