

Cayuga County Community College
Auburn, New York

Minutes of the annual and regular meeting of the Board of Trustees held **October 23, 2025.**

Auburn Campus:	Mr. Tony Franceschelli, Chair Ms. Agnes Crothers, Trustee Dr. Brian M. Durant, President Dr. Keiko Kimura, Provost & VPAA Ms. Lindsey Suppes, HR Director	Mr. Mark Coleman, Trustee Ms. Heidi Nightengale, Trustee Dr. Cathy Dotterer, VPSA Mr. Guy Cosentino, Foundation Dir. Ms. Kelly Albrecht, CFO & Treasurer
Via Zoom:	Ms. Stephanie Hutchinson, Trustee Mr. Eric Zizza Mr. Dan O'Neil	Ms. Annette LeFever Ms. Rebecca Devendorf Mr. Andrew Poole
Absent:	Ms. Hannah Iozzio, Trustee Ms. Marian Brown, Trustee Ms. Angela Winfield, Trustee	Dr. Linda Van Buskirk, Trustee Mr. Jeffrey Pirozzolo, Trustee

Chairperson Franceschelli called the Meeting to order at 8:05 AM. There was **no quorum present**. Today's meeting will proceed with informational items only.

1.0 PUBLIC COMMENTS

None.

2.0 CONSENT AGENDA

Mr. Franceschelli stated the Board Minutes from the September 2025 meeting and the monthly Invoice and Stipend Reports were included with the agenda packet. With no quorum present the September Consent reports will be approved at our December meeting.

3.0 FINANCE & AUDIT COMMITTEE MEETING NOTES

Ms. Hutchinson stated meeting notes from the committee meeting were included in the agenda pack. There are six resolutions that the committee has brought forth for approval. Since there is no quorum, these items will be signed using the two-signature provision of the bylaws. All resolutions require timely signatures to meet contractual timelines, and all are considered standard business items. All resolutions signed by the Board Chair and the Chair of the Finance Committee using the two-signature provision will be included at the next meeting as informational items.

3.1 Resolution to Approve Bid for Auburn Waste Management Services

3.2 Resolution to Approve Bid for Fulton Waste Management Services

3.3 Resolution to Appoint Dean of Information Technology/Chief Information Officer

3.4 Resolution to Approve Faculty Promotion, Motte

3.5 Resolution to Approve Continuing Appointment, Woods

4.0 GOVERNANCE & PLANNING COMMITTEE MEETING NOTES

Dr. Van Buskirk was not present, she is attending the AACCT Annual Conference. Notes from the October Committee meeting were included with the agenda. This committee has no resolutions to bring forth this month. The committee work over the past month

has been a continued review for the Board of Trustees Policies and Procedures document. The work will continue at their November meeting.

5.0 **COLLEGE REPORTS**

5.1 **President's Report**

Dr. Durant offered a review of this semester's Assessment Day which focused on adult learners and offered faculty and functional areas teams time to meet for annual assessment and goal planning activities. He thanked Elizabeth Mignacca for her leadership in planning the day's activities. Dr. Durant spoke about the three SUNY Initiatives that are ongoing; Adult Learner Institute; Academic Momentum; and the Print Initiative. These are all welcomed projects and aligned with our own strategic priorities, however the timeline is happening according to SUNY's schedule and is pressing our own staff to reprioritize some of their own work. A great deal of time and attention is being devoted to holding meetings and developing communication plans to keep all projects on track and meet SUNY report deadlines.

5.2 **Provost & Vice President of Academic Affairs**

With no quorum present, no report was given.

5.3 **Vice President of Student Affairs**

With no quorum present, no report was given

5.4 **CFO/Treasurer**

With no quorum present, no report was given.

5.6 **Student Trustee**

Ms. Iozzio was not in attendance.

5.7 **College Foundation**

Mr. Cosentino offered a brief update on a pilot pathways scholarship and the annual craft fair scheduled for December 6 & 7. Vendor spaces are sold out.

6.0 **OLD BUSINESS**

None

7.0 **NEW BUSINESS**

None

8.0 **INFORMATIONAL FORMS INCLUDED**

- 8.1 2025 - 2026 Board of Trustees Contact List
- 8.2 2025 – 2026 Board and Committee Meeting Dates
- 8.3 2025 - 2026 Attendance at County Legislature Meetings
- 8.4 Acronyms and Their Meanings
- 8.5 Open Meeting Executive Session Law

9.0 **EXECUTIVE SESSION**

No Executive Session was held.

11.0 **ADJOURNMENT**

Chair Franceschelli adjourned the meeting at 8:36 AM

Recorded & transcribed by:
Annette LeFever, Secretary to the Board

Respectfully submitted:
Jeffrey Pirozzolo, Board Secretary

Regular session: Quorum Calls October 23, 2025	Present
Recorded by: Annette LeFever, Secretary to the Board of Trustees	
Ms. Brown (Marian)	A
Mr. Coleman (Mark)	P
Ms. Crothers (Aggie)	P
Mr. Franceschelli (Tony)	P
Ms. Hutchinson (Stephanie)	Z
Ms. Iozzio (Hannah)	A
Ms. Nightengale (Heidi)	P
Mr. Pirozzolo (Jeffrey)	A
Dr. Van Buskirk (Linda)	A
Ms. Winfield (Angela)	A