

## **BINGHAMTON AUXILIARY SERVICES CORPORATION**

### **Board of Directors Annual Meeting**

Friday, December 3, 2021 at 12:00 p.m.  
Couper Administration Building Room 148

### **Agenda**

1. Call to Order (Lerman) and Roll Call (Mead)
2. Public Comment Period (Pursuant to NPC § 605 and Public Officers Law §§ 100–111) (Lerman)
3. Board Member Comment Period (Lerman)
4. Action Item: Approval of Minutes of October 1, 2021 Meeting (Mead)
5. Action Item: Administrative Director/Officer Appointment (Ellison)
6. Action Item: Approval of October 31, 2021 Financial Report (Bennett)
7. Action Item: Approval of Administrative Costs Recovery Policy (Ellison)
8. Information Item: Director's Report (Ellison)
9. Adjournment (Lerman)

**Public Instructions on Addressing the Binghamton Auxiliary Services Corporation Board of Directors:** Members of the public are welcome to address agenda items that come before standing and special meetings of the Board. Comments should pertain to the agenda or Corporation-related matters and not to specific issues that are the subject of collective bargaining, individual grievances or appeals, or litigation. Written comments are also welcome and will be distributed to the members of the Board. The purpose of public comments is to provide information to the Board, and not to evoke an exchange with Board members. Questions that Board members may have resulting from public comments will be referred to appropriate staff for response. In fairness to all speakers who wish to speak, and to allow the Board to hear from as many speakers as possible, while at the same time conducting the public business of their meetings within the time available, the President of the Board will determine and announce reasonable restrictions upon the time for each speaker, and may ask multiple speakers on the same topic to limit their presentations. In most instances, speakers will be limited to no more than three minutes. The totality of time allotted for public comment at the board meeting will be 30 minutes, and speakers will be scheduled for appropriate time in accord with the numbers upon sign up. Speakers are requested to make the best use of the public comment opportunity and to follow the rules established.

**APPROVED 3-4-2022**

**BINGHAMTON AUXILIARY SERVICES CORPORATION**

Meeting of the Board of Directors: December 3, 2021, AD 148 Conference Room

1. Call to order – President Tara Lerman called the meeting to order at 12:07 pm
2. Roll Call: Attending: Darcy Fauci, Tara Lerman, Cornelia Mead (via zoom), Deanne Ellison, Heather Parks (via zoom), David Hatami (via zoom), Chris Wright (via zoom) , and Janice Bennett.
3. Public Comment Period: none
4. Board member Comment Period: none.
5. Approval of October 1st Minutes: Moved by David, seconded by Darcy, to approve minutes, motion carried.
6. Appointment of Administrative Director/Officer: Deanne announced that Cornelia is retiring at the end of this month. She holds one of three administrative appointments on the Board. Darcy nominated Janice Bennett, seconded by Chris W, motion carried. Also we'll need a new Secretary/Treasurer of the Board – moved by Darcy, seconded by David, to appoint Janice as Secretary/Treasurer, motion carried.
7. Financial Report for October 31, 2021: Janice Bennett reported that we are on track with our financials. Moved by Darcy, seconded by David, to accept the report, motion carried.
8. Administrative Cost Recovery Policy: Deanne presented the Administrative Cost Recovery policy, a draft of which was presented at the October meeting. A few changes have been suggested by our attorney. Deanne read the final policy. Motion to approve by Darcy, seconded by Janice. Motion carried.
9. Director's Report: Deanne mentioned the campus is considering purchase of a local sports facility. No specific timeline, but we expect we would assume operation in fall of 2022. Darcy added that this project is exciting because this is what we have been laying the groundwork for with this organization.
10. Adjournment – moved by Tara Lerman. Adjourned at 12:19 pm.

Cornelia Mead, Secretary