

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES
AUDIT AND FINANCE COMMITTEE**

MINUTES of September 14th, 2021, 10am

Via Zoom Meeting w/Roll Call Voting

MEMBERS PRESENT: Robert Gilbert, Ted Hebert, Charles Epstein, Eleanor Williams

MEMBERS NOT PRESENT: Evan Plotkin

OTHERS PRESENT: Narayan Sampath, Vice President for Administration and Finance, Christina Royal, President, Amanda Sbriscia, Vice President Institutional Advancement, Arvard Lingham, Coordinator Non-Credit, Sharale Mathis, VP for Academic Affairs, Curt Foster, Interim Comptroller, Jeff Hayden, VP Business & Community Services, Judy Gregoire, Business Office

The meeting was called to order by VP Sampath at 10.04am

Chair Gilbert made a motion to approve the minutes of the previous meeting, which was seconded by Trustee Epstein. The motion was approved unanimously by roll call vote.

VP Sampath presented a review of the financials to date which included a discussion around distribution of stimulus funding.

VP Sampath also presented enrollment information which was followed by a discussion around the numbers and what they mean for the future.

Interim Comptroller Foster provided a revenue and expense update to the committee which was also followed by a brief discussion around the numbers and what they mean for the future.

VP Sampath updated the group on the Marieb building renovation submission from 2019. We were not approved by DCAMM, but are able to re-apply in December 2021. We are working on the details of meeting that new submission deadline.

VP Sampath discussed the RFP process for selecting new money managers which was followed by a brief discussion around the process and pros and cons of making such a move.

With no other business to discuss, at 10.54am, Trustee Epstein made a motion to end the meeting which was seconded by Chair Gilbert and passed unanimously by way of a roll call vote.

Respectfully submitted,

Narayan Sampath
Vice President for Administration and Finance