

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

**MINUTES of November 14, 2023 Meeting
Via Zoom Meeting w/Roll Call Voting**

MEMBERS PRESENT: Robert Gilbert, Ted Hebert, Charlie Epstein, Evan Plotkin, Eleanor Williams

OTHERS PRESENT: Narayan Sampath, Vice President for Administration and Finance; Sharale Mathis; Vice President of Academic & Student Affairs; Amanda Sbriscia; Vice President of Institutional Advancement; Dr. George Timmons, President; Curt Foster, Interim Comptroller; Maria Brunelle, Assistant Comptroller; Judy Gregoire, Budget Analyst; Jeannette Smith, Manager of Procurement; Adam Cabral

The meeting was called to order by Narayan Sampath at 10:00 a.m.

Trustee Hebert made a motion to approve the minutes of the October 2023 meeting. Trustee Gilbert second the motion which was approved unanimously by roll call vote.

Interim Comptroller Foster presented the FY24 first quarter revenue/expenses. Trustee Hebert made a motion to approve the FY24 first quarter revenue/expenses. Trustee Williams second the motion which was approved unanimously by roll call vote.

Interim Comptroller Foster presented the draft Audit. Chair Gilbert presented a motion to approve and accept the draft Audit. Trustee Plotkin second the motion which was approved unanimously by roll call vote.

VP Sampath presented an update on Fall 2023 enrollment.

With no other business to discuss, at 10:57a.m., Chair Gilbert made a motion to end the meeting which was seconded by Trustee Williams and passed unanimously by a roll call vote.

Respectfully submitted

Narayan Sampath
Vice President of Administration and Finance