

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

**MINUTES of April 13<sup>th</sup>, 2021**

**Via Zoom Meeting w/Roll Call Voting**

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

**MEMBERS NOT PRESENT:** Evan Plotkin

**OTHERS PRESENT:** Narayan Sampath, Vice President for Administration and Finance, Christina Royal, President, Curt Foster, Interim Comptroller; Jeff Hayden, Vice President Business & Community Services, Amanda Sbriscia, Vice President Institutional Advancement, Maria Brunelle, Assistant Comptroller, Judy Gregoire, Budget Analyst, and Arvard Lingham, Coordinator Non-Credit.

The meeting was called to order by VP Sampath at 10.05am

Trustee Epstein made a motion to approve the minutes of the previous meeting. Chair Gilbert seconded the motion which was approved unanimously by roll call vote. Trustee Williams approved so long as the attendance was amended to reflect her attendance at the last meeting. Updates will be made today.

VP Sampath discussed tuition and fees remaining unchanged per the previous meeting discussion. Based on feedback on the CFO call recently, other schools indicated they would hold fees steady, 2 schools would increase fees by \$3. VP Sampath believes we can hold fees steady and still submit a balanced budget. Chair Gilbert said he is pleased we can even consider this and shows the fiscal responsibility we are demonstrating as an institution and administrators.

Chair Gilbert made a motion to adopt the proposal to not increase fees. This was seconded by Trustee Epstein and approved by unanimous roll call vote.

VP Sampath invited VP Sbriscia to conduct a presentation relating to Strategy 4: Creating a sustainable model for long term growth.

With no other business to discuss, at 11.00am, Chair Gilbert made a motion to end the meeting which was seconded by Trustee Epstein and passed unanimously by way of a roll call vote.

Respectfully submitted,

Narayan Sampath  
Vice President for Administration and Finance