

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

**MINUTES of May 11<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 10.04am

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.

VP Sampath introduced the 3<sup>rd</sup> quarter of revenues and expenses report which was then presented by Interim Comptroller Foster. VP Sampath made a motion to approve the report, Chair Gilbert seconded the motion which was approved by a unanimous roll call vote.

VP Sampath introduced the Eaton Vance report which was then presented by Trustee Epstein.

VP Sampath presented the proposed new acceptable use email access policy for retirees and former students and employees based on the findings of a recent IT audit. This will be released to the full campus community shortly.

VP Sampath shared an update with regard stimulus finding and the work that A&F has been doing to identify and address what the needs of the college are and how the needs of the college can be met with these additional funds. These funds are not being included in the normal college budgeting process since these are one time use dollars.

With no other business to discuss, at 11.00am, 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