

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

**MINUTES of June 13, 2023**

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

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

**OTHERS PRESENT:** Narayan Sampath, Vice President for Administration and Finance; Christina Royal, President; Sharale Mathis, Vice President for Student and Academic Affairs; Curt Foster, Interim Comptroller; Maria Brunelle, Assistant Comptroller; Judy Gregoire, Budget Analyst; Jeannette Smith, Manager of Procurement

The meeting was called to order by Chair Gilbert at 10:04 a.m.

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

VP Sampath presented an enrollment update.

VP Sampath presented a financial primer to the Audit and Finance Committee to solicit feedback prior to presenting it to the Board of Trustees.

Chair Gilbert moved a motion that the Audit and Finance Committee recommend to the Board of Trustees to approve the balanced FY 2024 budget. The budget includes general operating trust funds and the auxiliary enterprise funds as presented with the express approval of all purchases and to authorize the President or her designee to transfer among the departments as needed during the fiscal year. Trustee Hebert seconded the motion which was approved unanimously by roll call vote.

With no other business to discuss, at 10:55 a.m., Chair Gilbert made a motion to end the meeting which was seconded by Trustee Hebert and passed unanimously by a roll call vote.

Respectfully submitted

Narayan Sampath  
Vice President of Administration and Finance