

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

MINUTES of March 15, 2022

Via Zoom Meeting w/Roll Call Voting

MEMBERS PRESENT: Robert Gilbert, Eleanor Willians, Evan Plotkin and Charles Epstein

MEMBERS NOT PRESENT: Ted Hebert

OTHERS PRESENT: Narayan Sampath, Vice President for Administration and Finance; Christina Royal, President; Curt Foster, Interim Comptroller; Amanda Sbriscia, Vice President Institutional Advancement; Maria Brunelle, Assistant Comptroller; Judy Gregoire, Budget Analyst; Harvard Lingham, Coordinator Non-Credit; Jeannette Smith, Staff Assistant

The meeting was called to order by VP Sampath at 11:01am.

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

VP Sampath provided an update regarding recent issues with the network across Holyoke Community College.

VP Sampath provided a review of financial projections for the next five years and provided a recommendation regarding an increase in tuition for the next academic year.

Chair Gilbert made a motion to approve an increase in tuition for the next academic year, which will be presented for vote at the Board of Trustees meeting on March 22, 2022. Trustee Plotkin seconded the motion which was approved unanimously by roll call vote.

VP Sbriscia, provided an overview of fundraising efforts by Institutional Advancement.

Interim Comptroller Curt Foster discussed the cost of credit card utilization fees that the college is currently paying for and recommended that the fee be absorbed by the payors.

Trustee Plotkin made a motion to approve a modification to the payment policy; credit card utilization fees will be passed on to the payer. Chair Gilbert seconded the motion which was approved unanimously by roll call vote. This will be presented for vote at the Board of Trustees meeting on March 22, 2022.

With no other business to discuss, at 12:04pm, Chair Gilbert made a motion to end the meeting which was seconded by Trustee Plotkin and passed unanimously by a roll call vote.

Respectfully submitted

Narayan Sampath
Vice President of Administration and Finance