

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

**MINUTES of February 14, 2023**

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

**MEMBERS PRESENT:** Robert Gilbert, Charlie Epstein, Evan Plotkin, 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; Amanda Sbriscia, Vice President Institutional Advancement; Maria Brunelle, Assistant Comptroller; Curt Foster, Interim Comptroller; Jeannette Smith, Manager of Procurement; Judy Gregoire, Budget Analyst

The meeting was called to order by Chair Gilbert at 10:05 a.m.

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

Interim Comptroller Foster presented to the committee the single audit as presented. Chair Gilbert made a motion to present to the Board the Single Audit and Trustee Epstein second the motion which was approved unanimously by roll call vote.

VP Sampath presented to the committee the second quarter revenue and expenses to be accepted and presented to the Board. Chair Gilbert made a motion to present to the Board the second quarter revenue and expenses and Trustee Epstein second the motion which was approved unanimously by roll call vote.

Trustee Epstein provided an update on the Money Manager RFP.

Manager of Procurement Jeannette Smith provided an update on two vehicles that have been purchased for the campus community for college business purposes. Along with two trucks that were purchased for the facilities department.

With no other business to discuss, at 10:40 a.m., Trustee Epstein made a motion to end the meeting with was seconded by Chair Gilbert and passed unanimously by a roll call vote.

Respectfully submitted

Narayan Sampath  
Vice President of Administration and Finance