

**Bristol Community College
Fall River, Massachusetts**

**Board of Trustees
Meeting Minutes**

October 3, 2022

I. Call to Order

The three hundred and ninety-seventh regular meeting of the Bristol Community College Board of Trustees was held on Monday, October 3, 2022, in person in the Ryckebusch Faculty Staff Lounge in the Commonwealth College Center Building on the Fall River Campus at 777 Elsbree Street, Fall River, Massachusetts. The meeting was called to order at 4:11 p.m.

Trustees present: Joan Medeiros, Chair; Renee Clark; Pamela Gauvin, Esq.; Samuel Horton; Jeffrey Karam, Vice Chair; Todd McGhee; Lynn Motta; and Steven Torres, Esq.

Trustees absent: Valentina Videva Dufresne, Secretary; James Mathes; and Frank Baptista.

II. Chair's Remarks

Chair Medeiros welcomed all to the meeting. She said that President Laura Douglas would be attending via Zoom as she was at a meeting in Syracuse, New York.

Chair Medeiros said that it was with a heavy heart that she must announce that Max Volterra, Esq. passed away recently. Mr. Volterra served as a member of the Board of Trustees from September 2012 until October 2017. He currently serves as a member of Bristol's Foundation Board of Directors since November 2018, and previously served on the Foundation from June 2007 to October 2012. Mr. Volterra and his wife were instrumental in the production of Bristol's Manhattan Short Film Festival over the years and he was very dedicated to Bristol's Attleboro Campus.

At the Board of Trustees Meeting on December 13, 2021, the Trustees voted to award the *John J. Sbraga, Ph.D., Exemplary Service Award* to Mr. Volterra for his outstanding service to the college over many years.

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A motion was made by Trustee Gauvin to approve the President's Proposed 2022-2023 Key Goals and seconded by Trustee Karam. The motion was approved.

President Douglas then reviewed her 2021-2022 Key Goals with the Board. She said that most of her goals were completed, and she will continue to work on those areas not complete. Her goals for 2022-2023 build upon and compliment those from last year.

President Douglas concluded her report.

(Trustee Lynn Motta left the meeting at this time.)

VI. Financial Update

Vice President Kenyon gave the following report to the Board.

- Our Fiscal Year 2022 audit wrapped up last week and we are waiting for draft financial statements from the auditors to review with the Finance/Budget Committee. That will be scheduled for next week.
- The statements are due to the Department of Higher Education, state comptroller, Department of Education and others by October 15. The audit firm O'Connor & Drew will present them formally to the Board at the December meeting along with all the required communications.
- There were no audit adjustments, findings, or management comments so he was very pleased with the results and the work of the Fiscal Department.
- Because of the implementation of GASB 87 for Operating Leases, we restated FY21 so our FY22 statements would be comparative.
- We ended FY22 with a positive change in net position of about \$2.1 million. Cash flow was positive with an increase of \$1.2 million but less than anticipated because of the use of college cash to fund the NOWI project until financing is secured.
- This will make three years in a row of increased cash balances and increases in net position. A reminder is that these increases are a direct result of Federal Funding we received through the Higher Education Emergency Relief Fund. Those funds will be expiring this fiscal year.
- For FY23 which just started July 1, we are on track with our budget. Enrollment is tracking slightly better than budget, but our unrealized losses have not turned around yet. As you may recall, we approved a budget in FY23 with a \$6 million deficit to avoid increasing fees significantly and making drastic budget reductions. We have fewer full-time positions than when we approved the budget last March and are working toward continuing that trend.
- For the newer Trustees with us to give some perspective, our asset size is about \$150 million with an annual operating budget of about \$78 million. That \$78 million was \$87 million just last year. That decrease demonstrates the reductions in spending taking place with a long way to go.

V.P. Kenyon concluded his report.

VII. Report of the Student Trustee

Student Trustee Samuel “Saul” Horton gave his report to the Board. The following are some of the highlights of his report.

Trustee Horton said he was very excited to be here; this is a great opportunity to be a member of the Board of Trustees. He was born in Massachusetts and entered the Army National Guard at 23 as an aircraft structural repair technician. In 2010-2011, he served in Iragi Freedom and maintained helicopters. He was honorably discharged from the Army in 2015.

He is married with two children aged six and four, and lives in New Bedford. He joined the Student Veterans of America (SVA) and recently attended the SVA National Conference in California which he found so motivating and inspiring. Denny Cosmo, Director of Bristol’s Veterans Center, has encouraged him to be more involved with helping others. Bristol Community College is so supportive and as Bristol’s Student Trustee, it allows him to help others more.

Trustee Horton said that the following ideas would help with retention at that college:

- Enhance grants and scholarships availability for students.
- Deals on books and laptops.
- Encourage student engagement as with the many clubs offered and events on the calendar; all events are available on the website for students.

He said the Student Senate met for the first time this semester last week and there are ten new members. He will provide more information to the Board as the semester progresses.

Trustee Horton said one goal he has is to help students gain access to funds to ease their burden financially. We should match students with grants and scholarships.

Trustee Horton concluded his report.

VIII. Old Business

Use of Force policies. V.P. Kenyon said that these policies were renewal policies but in the initial development, Dan Racine and Legal Counsel were consulted. We are in the process of seeking Massachusetts State Police Accreditation for our Campus Police Department.