



**Finance Committee Meeting Minutes
El Hefni Allied Health and Technology Center
Room LC307, 414 Common Street, Lawrence
May 1, 2019**

Attendees: S. Acevedo, E. Donovan, E. Colstad, D. Keating, D. Lambropoulos, S. Lancaster, P. Machado, A. Morse, C. Nuncio, L. Buckley

Guest: Jeff DiPrima

Chair Patricia Machado called the meeting to order at 2:00 p.m. The minutes of the April 17th meeting were unanimously approved, with a motion presented by Beth Donovan and seconded by Scott Lancaster.

Updates:

- Chair Machado applauded Scott Lancaster on his new position of Assistant Dean of the Health Professions.
- Jeff DiPrima noted that the budget has been balanced, with a reduction of administrative expenses and non-fulfillment of supplementary requests. The budget will be presented to the Board of Trustees for approval on May 8th.
- Jeff also noted that parking signs for staff will be removed, since IRS views this as a benefit that would result in an increase of our taxable gross income.
- When asked if the renewed MCCC contract would affect the budget, Jeff noted that any increase has been calculated and would not result in a change to the budget.
- Chair Machado added that Michelle Tremblay is working on two presentations that will be given in the fall; one is an energy report and the other will show opportunities to drive our agenda moving forward.
- Regarding the ACA membership, if a member cannot attend a semester of meetings due to a class assignment, his/her position will not be put on hold, in order to encourage others to participate. The reduction in committee meetings (once a month for Finance and every three weeks for Executive) will hopefully result in increased participation by new members.
- Chair Machado informed the committee that the committee chairs are meeting with Lane, Mike McCarthy, and Bill Heineman on June 4, in order to promote continued transparency.
- In preparation of the report to be submitted to Lane, Chair Machado reviewed the bullet points of prior minutes, that committee members highlighted. Some of these involved the following: part time advising staff, only one full time advisor in Spanish in Lawrence, possibility of layoffs or attrition and not replacing open positions, the plan for moving forward regarding scholarships, marketing in relation to the Huron report, questioning the reasoning behind the layoffs of two people in the marketing department, and the need for advising and financial aid space in Dimitry.

Other Issues:

- Cost analysis of international students
- Position control chart – with matching budgets, including revenues and expenses.
- Mission drift with regard to the culinary program, proposed public safety building, police academy, and Sheriff's Academy ,

With no further issues, the meeting was adjourned at 3:45 pm with a motion presented by Andy Morse and seconded by Daniel Keating.

Respectfully submitted by Linda Buckley

May 6, 2019