



Finance Committee Meeting Minutes Room SC203, Haverhill Campus, October 31, 2018

Attendees: S. Acevedo, E. Colstad, B. Donovan, L. Espinoza, L. Giampa, T. Gorczyca, T. Goulet, E. Hayes Johnson, D. Lambropoulos, S. Lancaster, P. Machado, S. McDermot, A. Morse, C. Nuncio, J. Zubrow, L. Buckley

Guests: Dan Blair, Deb Crafts, Michael McCarthy

Chair Patricia Machado called the meeting to order at 2:12 p.m. The minutes of the October 17th meeting were unanimously approved, with a motion presented by Andy Morse and seconded by Sharon McDermot.

Athletic Department

- Dan Blair discussed how he is revamping the Athletic Department and creating more opportunities for our students. Any prospective student who expressed an interest in athletics was contacted by Dan. Forty-one percent of those students enrolled in the college. The athletic program generates revenue for the college, since athletes must be full-time students, taking 12 credits a semester, with the exception of Learning Accommodation students who are approved to take 9 credits.
- A new golf program was added this year. A golf tournament, which was run through the Foundation, will help pay for “wish list” expenses. Two additional sports are being added next year.
- Dan and his assistant, Jeff Mejia, are working closely with Stephanie Wares and Linda Giampa to ensure the athletes’ success. Efforts are being made to introduce part-time coaches to Stephanie Wares and create a monitoring system for all to follow.
- An Admissions Open House is scheduled for February 19th and will be followed by the college’s basketball game, where the college’s enthusiasm and ongoing efforts for our Athletes will be evident.

Follett Bookstore in Lawrence

The revenue for Follett Bookstores has fallen half a million dollars. Since most of the activity occurs in a small span of time, the Bookstore in Lawrence has reduced its hours. The committee wanted to confirm how important it is to give the students notice of the reduced hours well in advance.

Public Safety

Deb noted that our greatest security problem is that we don’t think about it. Among her goals were the following:

- For the college community to gain trust in our public safety staff,
- Encourage use of the emergency phone, x3333, when needed,
- Coordinate a well trained staff including standards to be implemented when answering x3333 calls,
- Increase awareness of tools in order to feel safe both on and off campus,
- Create a more transparent process together.

Membership

Patricia announced that Bill Zannini has resigned from the Finance Committee; Tom Goulet has joined the committee in Ingrid’s place.

The guests at our next meeting on Nov. 14th will be Bill Heineman and Kelly Saretsky.

With no further issues, the meeting was adjourned at 3.44 pm with a motion presented by Despina Lambropoulos and seconded by Cristina Nuncio.

Respectfully submitted by Linda Buckley

November 1, 2018