



**Finance Committee Meeting Minutes  
Room SC203, Haverhill Campus, February 6, 2019**

**Attendees:** S. Acevedo, E. Donovan, E. Colstad, T. Goulet, E. Hayes Johnson, D. Keating, D. Lambropoulos, S. Lancaster, P. Machado, S. McDermot, A. Morse, C. Nuncio, J. Zubrow, L. Buckley  
**Guests:** M. McCarthy, M. Tremblay

Chair Patricia Machado called the meeting to order at 2:01 p.m. The minutes of the December 12th meeting were unanimously approved, with a motion presented by Erin Colstad and seconded by Andy Morse.

Chair Machado noted that based on input from the people, the structure of the meetings will change in order for us to achieve our goals as an advisory committee, driven by the work of Finance and Administration.

**Discussion with Mike McCarthy**

- Mike informed the committee that he has taken on the role of head of Human Resources and Strategic Planning, Research, and IT. He noted that he presented an update on the Athletic Dept. at the ACA meeting on Feb. 11<sup>th</sup>.
- Regarding the Solar company rebates, Mike is waiting to research and receive the best possible package.
- Energy consultant: Mike suggested that we invite the lighting consultant to present to the committee the successes of our partnership with them.
- Bookstore: Mike approved reduced hours in Lawrence, since the company is unable to sustain a profit necessary to be open for a longer duration.
- Access control: This will cover exterior doors and will help to offset security costs.
- IT upgrades are financed by bond money
- Culinary project is ongoing and the position of a culinary consultant has been posted. Hopefully, the building will be completed in August.
- The shuttle service will be eliminated by an agreement with MVRTA to service Haverhill and Lawrence at the top and bottom of the hour.
- The position at the Lawrence Partnership is being posted again, hoping to increase diversity in applicants.
- The new Director of the Police Academies has been chosen - John Scippa, a former police chief in Stratham, NH.
- The revised Budget will show all that is covered by grants, Enterprise funds, and student activities.
- A new approach is being developed in HR, with revamped onboarding for new employees, improved hiring practices, and increased input from our committee, in order to create more transparency.
- Athletics will have an Open House on the 19<sup>th</sup>, with the hope of having over 100 students next year. This year the enrollment in Athletics increased from 43 to 93 with students taking 12 credits.

**Other Issues:**

- The question was raised as to why we are sending people to the DR for faculty and staff development in wake of the challenges of a lower enrollment. Also why are several people attending conferences. However, it was noted that the funds for the TASS conference are taken from Professional Development and, at times, the attendees are invited at no charge if the college is a fiscal agent.
- Change in Meeting times: It was discussed whether to meet less often, or for a shorter length of time, and also to meet every other time in Lawrence.
- Effectiveness of the Committee: How effective are we if decisions are already made? The importance of keeping our discussions budget-related, rather than involving personal attacks was noted.
- Are we suffering from Mission Drift? It was noted that 30% of the advising staff is part-time, causing a problem with retention. Are we forgetting that we are a college?

With no further issues, the meeting was adjourned with a motion presented by Tom Goulet and seconded by Christina Nuncio.

Respectfully submitted by Linda Buckley

February 18, 2019