

**QUINCY COLLEGE
BOARD OF GOVERNORS**

**FINANCE & FACILITIES COMMITTEE
MEETING OF APRIL 13, 2017**

Minutes

The meeting of the Finance & Facilities Committee, held in the Hart Board Room, Room 706, 7th Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 4:35 PM by Mr. Paul Barbadoro, Finance & Facilities Committee Chair. The member roll was called. The following members of the Finance & Facilities Committee were present at the call of the member roll: Mr. Paul Barbadoro; Ms. Eileen Bevivino-Lawton; Mr. Thomas Feenan; and Mr. David McCarthy. Absent at the call of the member roll were: Mr. Michael Bellotti; Dr. Thomas Fitzgerald; and Mr. Gregory Hanley. A quorum was present.

Also present were: Peter H. Tsaffaras, J.D., President and Secretary of the Board of Governors; Mr. Joseph Mercurio, Senior Vice President for Administration and Finance; Stephen Kearney, J.D., Assistant to the President; and Mr. Martin Ahern, Director of Finance.

Motion by Mr. McCarthy that the Finance & Facilities Committee approve the minutes of its meeting of March 23, 2017, as submitted. The motion was seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; and Mr. McCarthy. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

Next, the Committee reviewed the Proposed Fiscal Year 2018 Operating and Capital Budgets. Mr. Ahern distributed budget binders to the members. Each binder comprised information on the following topics for Fiscal Year 2017: 1) Summary Background Material; 2) Table of Organization; 3) Budget Drivers Chart; 4) Comparative Tuition and Fee Rates of the Massachusetts Community Colleges; 5) Comparative Tuition and Fee Rates for Massachusetts Community Colleges relative to International Students; 6) Enrollment Trends for Fall of 2010 - 2016; 7) Enrollment Trends for Spring of 2011 – 2017; 8) The Proposed Budget for Fiscal Year 2018; 9) Appendix of Constituent Entities; 10) Proposed Budget Worksheets for Fiscal Year 2018; and 11) Proposed Capital Budget for Fiscal Year 2018.

President Peter H. Tsaffaras reported to the members regarding seven (7) proposed new positions for Fiscal Year 2018 which were shown on Page 31 of Section 10.

The members went in great detail through the materials provided by Mr. Ahern. The members then went page-by-page through the Proposed Budget Worksheets. There was discussion among the members and questions posed by the members. On page 11 of the Proposed Budget Worksheets (VP Administration & Finance), the members suggested changing the salary of the Sr. Vice President for Administration & Finance from \$130,650.00 to \$160,650.00. On page 21 of the Proposed Budget Worksheets (Finance), the members suggested changing the salary of the new position of Finance Assistant from \$25,000.00 to \$50,000.00 to reflect a full year's salary rather than a half year. There was also a discussion of the Fee Budget for FY2018.

Motion by Mr. Feenan that the Finance & Facilities Committee approve the Operating Budget as amended, and to recommend approval by the full Board. The motion was seconded by Mr. McCarthy. There was no discussion on the motion except for comments by the members that the information was thorough and complete. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; and Mr. McCarthy. There were no votes in opposition to the motion. There were no abstentions. The motion was adopted.

Governor Thomas Fitzgerald arrived at 6:00 PM.

Motion by Mr. McCarthy that the Finance & Facilities Committee approve the Capital Budget, and to recommend approval by the full Board. The motion was seconded by Ms. Bevivino-Lawton. Again there was no discussion on the motion except for comments by the members that the information was thorough and complete. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; Dr. Fitzgerald; and Mr. McCarthy. There were no votes in opposition to the motion. There were no abstentions. The motion was adopted.

There was no Old Business.

There was no New Business.

At 6:11 PM, motion by Dr. Fitzgerald to adjourn the meeting of the Finance & Facilities Committee. Motion seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; Dr. Fitzgerald; and Mr. McCarthy. There were no votes in opposition to the motion, and no abstentions. The motion was adopted and the meeting was adjourned.