

**QUINCY COLLEGE
BOARD OF GOVERNORS**

**MEETING OF JULY 25, 2007
Minutes**

The meeting was called to order at 6:15 PM. The member roll was called. The following members of the Board of Governors were present at the call of the member roll: Mark Bertman; Jo-Ann Bragg; Francis Byrne; Thomas Feenan; William Grindlay; Jerrell Riggins, Second Vice Chair; Pedro Viejo-Rodriguez; Peter Tsaffaras, Esq., Chair. The following members of the Board of Governors were absent at the call of the member roll: Mary Jo Brogna; Edward Browne; Joanne Condon-Walsh; David Dennis, Vice Chair; Richard Nici. Also present were: Martha Sue Harris, President and Secretary of the Board of Governors; Dr. Keith Cotroneo, Senior Vice President for Academic Affairs; Pushap Kapoor, Vice President for Administration and Finance; Robert E. Baker, Jr., Esq., Dean of Business and Public Service Programs and Assistant Secretary of the Board of Governors.

The Pledge of Allegiance was recited. A moment of silence was then observed.

Mr. Tsaffaras called for the Open Forum portion of the meeting to begin and invited anyone who wished to address the Board of Governors to come forth and do so. This invitation was repeated, with nobody coming forward either time. Mr. Tsaffaras declared the Open Forum closed.

Mr. Tsaffaras then presented the Report of the Chair. He offered the Board's congratulations to Dr. Cotroneo on his appointment as President of Marshall Community and Technical College. Mr. Tsaffaras, on behalf of the Board, thanked Quincy College's administrative personnel for the tremendous efforts that they have put forth this summer. He also expressed his appreciation to Board members for their work in finding new space for the College and for making the College a better place.

President Harris then presented her report. She called the Board's attention to the proposed calendar of evening meetings (please see copy, attached). She stated that the notation "8/27/07" should read "8/27/08". She also presented a revised Board list with contact information (please see copy, attached).

Motion by Mr. Feenan that the minutes of the meeting of the Board of Governors of June 27, 2007, be approved. The motion was seconded by Mr. Byrne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Bragg; Mr. Byrne; Mr. Feenan; Mr. Grindlay; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. Mr. Bertman cast his vote as "present". There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Kapoor was called upon to report on the College's financial status and efforts at reorganization. He reported that in Summer II, enrollment was up 1.2%, versus the projected 2.8% increase. Fall enrollment is running seventy four FTE ahead of last year, but the upcoming move brings uncertainty to Fall enrollments. He further reported that a new accountant will start next week. The Student Accounts Group has met and is working on making sure that student revenues and enrollments are reconciled.

Ms. Brogna arrived at 6:27 PM.

Mr. Bertman reported that the Quincy College Trust has been awarded \$10,000.00 by the Eastern Bank Foundation.

At 6:30 PM, motion by Ms. Bragg that the Board of Governors enter into Executive Session for the purpose of discussing real estate negotiations, and thereafter to reconvene in open and public session. The motion was seconded by Mr. Riggins. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Byrne; Mr. Feenan; Mr. Grindlay; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Open and public session was resumed at 8:31 PM.

At the resumption of open and public session, the member roll was called. The following members of the Board of Governors were present: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Byrne; Mr. Feenan; Mr. Grindlay; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. The following Board members were absent at the call of the roll: Mr. Browne; Ms. Condon-Walsh; Mr. Dennis; Mr. Nici.

Motion by Mr. Grindlay that the Board of Governors approve the transfer of \$875,000.00 from the Fund Balance to the "Special Expenses" line in the FY 2008 budget. The motion was seconded by Ms. Bragg. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Byrne; Mr. Feenan; Mr. Grindlay; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Mr. Grindlay that the Board of Governors approve the transfer of \$121,670.00 from the Fund balance to the "Rent Expense" line in the FY 2008 budget. The motion was seconded by Ms. Bragg. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Byrne; Mr. Feenan; Mr. Grindlay; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Mr. Feenan to adjourn the meeting of the Board of Governors. The motion was seconded by Mr. Bertman. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Byrne; Mr. Feenan; Mr. Grindlay; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

The meeting was adjourned at 8:34 PM.