GREENFIELD COMMUNITY COLLEGE
Board of Trustees Meeting
October 15, 2020 8:00 a.m.
ZOOM

Present: Chair Robert Cohn, Cady Coleman, Chris Donelan, Claire Higgins, Isaac Mass, Joanne Marqusee, Judith Roberts, Julia Stahnke and Hector Toledo

Absent: Robyn Provost

Others Present: President Yves Salomon-Fernandez, Anna Berry, Mark Boudreau, Marie Breheny, Kristin Cole, Jim Connelly, Regina Curtis, Linda Desjardins, Rosemarie Freeland, Mary Ellen Frydenkevez, Laura Garcia, Glenn Howe, Leo Hwang, Charles Jordan, Trevor Kearns, Shannon Larange, Joan Murphy, Karen Phillips, Judy Raper and Alex Wiltz. From O’Connor and Drew P.C. - Nelson Cross, David Diiulis and Nelia Kruger

Call to Order
Chair Cohn called the meeting to order at 8:03am.

Minutes
On a motion by Trustee Coleman and seconded by Trustee Mass, the Board of Trustees voted unanimously to approve the draft minutes of the September 17, 2020 meeting.

Committee and Liaison Reports/Updates

Academic Affairs
No Report.

Finance Committee
President Salomon-Fernandez thanked the entire team for the tremendous amount of work that went into this year’s audit, particularly under the restraints and impact of the COVID-19 pandemic.

FY 2020 Financial Statements
Karen Phillips introduced David Diiulis. David reviewed the required communications with the Finance Committee. David reported no material weaknesses and or significant deficiencies were noted in the report. Adjustments were made to correct accrued fringe and fringe expense, move and to record OPEB activity for FY20. He also reviewed upcoming GASB Pronouncement, GASB Statement 87, which requires lessees to recognize on their statement of net position the rights and obligations resulting from leases categorized as operating leases as assets, liabilities, or deferred inflows/outflows of resources. David reported that the College received a clean, unmodified report.

David introduced Nelia Kruger to review the financial statements with the committee. Nelia noted on page 2 of the financial statement it discloses there are restated balances due to the OPEB changes. Nelia also noted there is a specific summary under Operations outlining the impact of the COVID-19 pandemic as well as information on the CARES Act funding the College received.
President Salomon-Fernandez and Chair Cohn thanked Karen, Mark and their entire team along with David, Nelia, and Nelson from O’Connor and Drew PC for their extraordinary work this year.

**MOTION**
On a motion by Trustee Mass and seconded by Trustee Higgins, the Greenfield Community College Board of Trustees voted to approve the Financial Statements for Greenfield Community College submitted by O’Connor and Drew P.C. period July 1, 2019 through June 30, 2020. A roll call vote was taken, all were in favor, the motion carried.

**FY2021 Provisional Budget**
President Salomon-Fernandez introduced Karen Phillips to present the FY2021 Provisional Budget. President Salomon-Fernandez noted normally the College would be presenting a finalized budget to the Board, however due to the pandemic, the State is still working on finalizing its budget. The hope is to have the finalized numbers from the state by the end of this month.

Karen reviewed the provisional Fiscal Year 2021 Budget with the Finance Committee. She noted this is this second year we have not had student fee increases. Karen and her team did extensive work preparing this year’s budget preparing for multiple outcomes. This year’s strategy will be to focus on revenue building in the face of declining enrollments and continuing to grow the College’s reserves.

**MOTION**
On a motion by Trustee Mass and seconded by Trustee Higgins, the Greenfield Community College Board of Trustees approved a Provisional Budget of $24,191,001 for the period July 1, 2020 through June 30, 2021. This total consists of the following categories: operating $18,680,462; restricted $5,232,000; and designated $278,539. The Board of Trustees will be presented with a Final Annual Budget once the Commonwealth has finalized the FY21 state appropriation.

A roll call vote was taken, all were in favor, the motion carried.

**Personnel & Policies Committee**
No Report.

**Student Senate**
President Salomon-Fernandez introduced Student Trustee Julia Stahnke to the Trustees. Trustee Stahnke shared the following short biography with the Trustees.

My name is Julia Stahnke, I am thirty years old, and this is my third semester as a full-time liberal arts student at GCC. I currently balance being a student, a peer tutor, and a mom to my four-year-old daughter. In my spare time, I enjoy hiking in the White Mountains, baking with my daughter, and renovating our 120-year-old farmhouse. Before pursuing higher education, I worked as a barista, a nanny, and a baker. I also spent a year backpacking around the world teaching English and working with various non-profits. My years of work experience have made me a
conscientious and highly organized individual with a keen awareness of my strengths and a special sense of gratitude for the chance to pursue higher education. My time at GCC will not be taken for granted; I intend to take advantage of every opportunity to participate in and contribute to this community. I have developed such an appreciation for the GCC community over the last year, and I am honored to serve on Student Senate as a means of adding value to this community. Additionally, I welcome the added responsibility of the role of Student Trustee.

I feel a great sense of ownership over the success and health of the GCC community. I bring to the table a strong sense of the strengths and needs of the community due to my participation in the Seeds of Success research project earlier this year. In this project, I was able to interview students and review data pertaining to the experiences and needs of GCC students. And, because I also work in Peer Tutoring, I am exposed to a diverse range of students from all programs of study. I always approach my work and my classroom experiences with an eye for areas of improvement in the greater community. I also offer the nontraditional perspective of an older student who balances commitments outside of campus. I am especially passionate about seeing the school become more supportive of the needs of students who balance childcare with their academic commitments. It’s also important to me to investigate ways to make our beautiful campus bird-friendly to help eliminate collision-related deaths of migratory birds.

Trustee Stahnke shared although this semester has been challenging for most students there is a spirit of hope and encouragement among the student body.

Hearing Trustee Stahnke’s story and recognizing the great restraints parents with young children and currently under due to the pandemic, the Board agreed it may be the prudent time to revisit the possibility of a childcare center at the campus.

Alumni Liaison
Trustee Roberts had no formal report but did extend her appreciation and excitement for being part of the Board. She also noted that the Alumni Association and Foundation are great resources to tap as we move forward revisiting the proposed Childcare Center on campus.

Foundation Liaison
President Salomon-Fernandez shared Trustee Provost’s report with the team. The GCC Foundation has received $196,287 from 213 donors so far this year, in comparison to $81,493 from 93 donors at this time last year. The Foundation is continuing its work with consultant Jim Langley. He has increased the number of staff that will have a more active role in fundraising. The November board meeting will include the Annual Meeting with the elections of two new members, Timothy Grader and Shardool Parma. The Foundation has four members that will be leaving the board as their terms have expired, Board Chair Leigh Rae, Patricia Coffin, Kathy Cole, and Charlie Conant. The Foundation’s Fiscal Year 2020 Audit was issued a clean, concise report. In reference to the Blackbaud breach, the Foundation has mailed notification to all donors who may have been effected by the breach. Blackbaud is the parent company of Razors Edge which is the donor software system the Foundation uses. This was an international breach that effected many non-profits.

President’s Report
President Salomon-Fernandez introduced Kristin Cole, Interim Director of Workforce Development and Community Education to the committee. Kristin provided an overview of the Workforce Development department including revenue trends, grants awarded, most popular trainings and priority occupations by industries. The department has set the following goals: create new offerings which focus on high-demand jobs with career pathways to sustaining wages; maximize employer engagement in the development of relevant programs; develop a marketing plan and create an institutional brand for GCC’s Workforce Development and Community Education; foster active and lifelong learning through innovative community enrichment and personal enrichment courses; integrate career-readiness skills into existing curriculum and support services; position GCC to apply for grants and other funding opportunities to enhance the WFD program; and define and establish the appropriate infrastructure to support the development, implementation and sustainability of the WFD program. The Trustees thanks Kristin for her presentation and all her hard work.

**New Business**
Chair Cohn thanked Leo Hwang, who has accepted a great, new position with UMASS, for his 19 years of service to GCC and its community. The trustees thanked Leo and wished him the very best.

**Adjournment**
On a motion from Trustee Donelan and seconded by Trustee Higgins the Board of Trustees unanimously voted to adjourn at 9:25 am.

Respectfully submitted by,
Shannon Larange