GREENFIELD COMMUNITY COLLEGE  
Board of Trustees Meeting  
October 15, 2019 8:00 a.m.  
President’s Conference Room – C201

Present: Chair Robert Cohn, Martha Barrett, Cady Coleman (via phone), Clare Higgins, Joanne Marqusee, Robyn Provost and Hector Toledo
Absent: Chris Donelan, Isaac Mass, Orphee Meledje, and Amy Moscaritolo
Others Present: President Yves Salomon-Fernandez, Rosemarie Freeland, Stacy Metzger, Marie Breheny, Laura Garcia, Judy Raper, Alex Wiltz, Leo Hwang, Shannon Larange and Nelia Kruger from O’Connor and Drew P.C.

Call to Order
The meeting was convened by Chair Cohn at 8:04 a.m.

Minutes
On a motion by Trustee Higgins and seconded by Trustee Mass, the Board of Trustees voted unanimously to approve the draft minutes of the August 27, 2018.

Committee and Liaison Reports/Updates

Academic Affairs
No Report.

Finance Committee
Nelia Kruger from O’Connor and Drew P.C. provided the board with an update of the FY19 audit and reviewed the financial statement with the members. She reviewed the implementation of GASB 75, OPEB and its impact on the college’s financial statements. The college received an unqualified opinion from O’Connor and Drew, P.C.

MOTION:
On a motion made by Trustee Provost and seconded by Trustee Barrett the Greenfield Community College Board of Trustees voted unanimously to approve the Annual Financial Audit for Greenfield Community College submitted by O’Connor and Drew P.C. on October 11, 2018 for the period July 1, 2018 through June 30, 2019.

Karen Phillips presented the FY20 operating budget to the Board. Trustee Barrett asked what cost measure savings the College is implementing. Karen reported the College has taken great strides in sustainable budget modeling making sure areas of expenditures are in line with revenues, managing department budget making sure areas do not go over their budgeted levels, and being very intentional around personal vacancies, making sure every position filled fits with the current needs of the College.

MOTION:

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On a motion made by Trustee Provost and seconded by Trustee Barrett the Greenfield Community College Board of Trustees voted unanimously to approve a total annual budget of $25,398,449 for the period July 1, 2019 through June 30, 2030. This total consists of the following categories: operating $19,873,566; restricted $5,232,000; and designated $292,883.

President Salomon-Fernandez thanked Karen Phillips and her accounting department for all of their hard work.

Karen presented to the Board the College’s FY2020 Major Capital Request:

The 29 state colleges have been invited to participate in the 2nd round of funding for major capital request at the higher education institution level. There is $50M available to fund all 29 colleges.

The DCAMM review committee will review and evaluate the proposals based on the following criteria:

• Invest in repairing, renovating, demolishing or replacing current facilities, while maximizing use and functionality of existing spaces.
• Expand and deepen programmatic collaborations between and among other academic institutions and outside public/private partners.
• Align investments to the priorities of the Workforce Skills Cabinet (WSC) Regional Blue Print
• Develop more flexible and innovative program delivery models, including online or hybrid learning, in order to minimize space requirements, while improving student access and outcomes
• Strength of alignment with campus strategic plans and the strategic priorities of the MA Public Higher Education System.
• Comparative need across all the proposals based on data, both in terms of the project’s impact and the IHE’s overall building condition, suitability and utilization.
• Cost effectiveness of the project’s business case and implementation strategy, including long term operational funding need and ability to leverage non-state funding sources to support the project.

In FY2018 Greenfield Community College submitted 2 proposals, one which would renovate the entire campus parking lot infrastructure and add a solar canopy array over the walkway between lots and a second project to fund a daycare facility on campus. Neither project was funded from this process. Subsequently the college did receive separate DCAMM bond bill funding to support parking lot redesign, infrastructure work and resurfacing. Planning for this project is currently under study with the college’s house doctor engineer and scheduled to be completed by the end of FY2021.

This year’s request to is replacement of the existing substandard 4,000 sq ft service building to meet the ongoing building and grounds maintenance needs of the Facilities Department and to support the College’s Farm & Food System and Outdoor Leadership program needs. Currently,
there is insufficient space for vehicles and personnel, and the structural integrity and energy efficiency of the building is in question.

The proposed 11,000 sq. ft. building will be a net zero facility that will conform to building code standards and include sufficient capacity for the mechanic’s garage, vehicle and equipment storage, carpenter/mechanical/electrical shops, materials and battery storage, as well as adequate administrative and staff space to house and support the Facilities Department operations. In addition, there will be a section of “swing classroom space” to support academic programming needs when open warehouse style space is needed for instruction. Equipment storage space is also being designed into the buildings plans to support both of these programs.

If this proposal is funded, it will allow the college to vacate the existing office space in the north end of the building which will be repurposed to support and strengthen student support services on campus. Details for both of these areas are currently being reviewed and developed by staff on campus.

**MOTION:**

On a motion made by Trustee Provost and seconded by Trustee Higgins the Greenfield Community College Board of Trustees voted unanimously to approve GCC’s FY20 Major Capital Request Proposal for future DCAMM funding to replace the college’s existing facilities service building.

**Foundation Liaison**

Trustee Barrett reported the Foundation is currently working on their Strategic Plan and had a great meeting facilitated by Mitch Anthony to discuss the mission, vision, and goals of the Foundation. They will continue this work throughout the year.

**Personnel & Policies Committee**

No Report.

**Student Senate**

No Report.

**Alumni Liaison**

No Report.

**President’s Report**

President Salomon-Fernandez reported the following updates to the Board:

- She was recently appointed to the AACC’s Rural and Small College Commission
- Dawn Creighton has been hired as the new Chief Workforce Development and Community Education Officer, she comes to us from AIM with many strong business connections across Massachusetts. Her focus will be increasing revenue in Workforce, better serving the business community by providing corporate trainings, and expand offers with the senior population.
• Judy Raper was been appointed as Associate Dean for Community Relations.
• A Future of Work Advisory committee has been created. Tom Fitch, the President of Bete Fog Nozzle is chairing the group. Members include Rich Wuerthele, CEO of Newell Companies (just purchased Yankee Candle), the Franklin County and Northampton Chambers, Patricia Crosby, Executive Director of MassHire Franklin Hampshire Workforce Board, and approximately a dozen area businesses.

**Adjournment**
On a motion from Trustee Higgins and seconded by Trustee Provost the Board of Trustees unanimously voted to adjourn at 9:06am.

Respectfully submitted by,
Shannon Larange