

Board of Trustees

Memorandum

TO: Board of Trustees

FROM: Sandra Saunders, Esq.
Secretary

DATE: December 6, 2018

RE: **NOTICE OF MEETINGS**
Posted Thursday, December 6, 2018, at 12:00 p.m.

The Board of Trustees of Bristol Community College will hold a Finance and Audit Committee meeting on Monday, December 10, 2018, at 3:00 p.m. in Room G222 in the Commonwealth College Center Building on our Fall River Campus at 777 Elsbree Street.

The next regular meeting of the Bristol Community College Board of Trustees will be held on Monday, December 10, 2018, at 4:00 p.m. in the Ryckebusch Faculty Staff Lounge in the Commonwealth College Center Building on our Fall River Campus at 777 Elsbree Street.

Please see attached agendas for the meetings.

kw

cc: Honorable William F. Galvin, Secretary of the Commonwealth
Honorable Glen Shor, Secretary of Administration and Finance

BRISTOL COMMUNITY COLLEGE
Fall River, Massachusetts

**BOARD OF TRUSTEES FINANCE AND AUDIT COMMITTEE
MEETING OF DECEMBER 10, 2018
3 P.M., COMMONWEALTH COLLEGE CENTER, ROOM G222**

AGENDA

- I. Approval of the Minutes of October 1, 2018
- II. Old Business
- III. New Business
 - Review of the Trust Fund report for the first quarter FY19;
July 1, 2018 to September 30, 2018
 - Report on reserves as of October 31, 2018
 - Quarterly budget update
 - Review revised investment policy
 - Review FY19 internal control plan
 - Compliance/Risk Officer update
 - Audited financial statements as of June 30, 2018 presented by David Dillulis from O'Connor & Drew
 - Discussion Questions
 1. An important role of any board of trustees is to prepare the institution for the future. How do we best position the college for a strong financial future?
 2. With unpredictable state funding for public education and increased competition within higher education, board of trustees are involved in the delicate process of setting fee rates that bring in revenues to support the college operation, yet do not hinder student access to college. How can we best provide the proper balance?
- IV. Other Business
 - Approval of president's expenditures
- V. Adjournment

BRISTOL

COMMUNITY COLLEGE

ATTLEBORO
FALL RIVER
NEW BEDFORD
TAUNTON
ONLINE

**Board of Trustees
Meeting
Ryckebusch Faculty Staff Lounge
Commonwealth College Center Building
Fall River Campus
Monday, December 10, 2018
4:00 p.m.**

AGENDA

1. Call to Order
2. Auditor's Report
3. Consent Agenda
 - Consideration of Minutes of Board Meeting of November 5, 2018
 - Consideration of Minutes of Joint Board Meeting of November 5, 2018
 - Report of the Finance and Audit Committee
 - Report of Personnel Actions
 - Report of Workforce and Community Education Contracts
4. Chair's Remarks
 - Trustee Giving
5. President's Report
 - Learning Commons Model – C. Argotsinger
 - Key Performance Indicators
6. Report of the Facilities Committee – A. Sapienza
 - Naming Request
7. Report of the AD HOC Committee (Bylaws Review) – S. Torres
8. Report of the Student Trustee – S. Hincapie
9. Financial Update – Vice President S. Kenyon
10. Old Business
 - Spring 2019 Board Retreat
11. New Business
12. Adjournment