

**BOARD OF TRUSTEES
BUNKER HILL COMMUNITY COLLEGE
MINUTES OF MEETING**

The Three Hundred and Sixteenth Meeting of the Bunker Hill Community College Board of Trustees was held June 18, 2018 in Room E-175 on the Charlestown Campus.

Present: William Walczak, Chair
David Wai-Tai Chang
James Klocke
Trinh Nguyen
Sanjeev Yadav

President Pam Eddinger
Provost James Canniff
Vice President John Pitcher
Associate Vice President Molly Ambrose
Associate Vice President Jeffrey Ginsberg
Executive Assistant George Hallsmith

Absent: R. Kelly Cameron, Stephen Chan, Cam Do, Cathy Guild, Paul Holzer, Mohamed Sidime, Paris Wallace

I. CALL TO ORDER

Board Chair Walczak called the meeting to order at 6:05 p.m., and asked all present to briefly introduce themselves. There was not a quorum of members present and, therefore, a formal vote could not be taken on any of the action items under consideration.

Board Chair Walczak asked Trustee Wai-Tai Chang to read the College mission statement.

II. PUBLIC COMMENTS

A person in attendance addressed the Board during the Public Comments portion of the meeting without prior notification, as required in the Bylaws. This person was given the opportunity to address the Board and, after hearing the comments, Board Chair Walczak said a response would be forthcoming from the appropriate College staff.

III. MINUTES OF PREVIOUS MEETINGS

ACTION: Unable to formally vote due to lack of quorum.

“The Board of Trustees accepts the minutes of the Board of Trustees meeting held on April 23, 2018.”

IV. BOARD CHAIR’S REPORT

Board Chair Walczak spoke briefly about the recent Board of Trustees Retreat, which was held on June 1-2 at the Warren Conference Center and Inn in Ashland.

Board Chair Walczak also described the ongoing Presidential Evaluation process. Members of the Presidential Evaluation Committee include Board Chair Walczak, Trustee Chang and Trustee Guild. The deadline for submission of the evaluation to Commissioner Carlos Santiago’s office is June 30. The Board of Trustees delegates to the Presidential Evaluation Committee the completion of the Presidential Evaluation process and the submission of the completed evaluation to the

Commissioner's Office no later than the deadline of June 30, 2018. Board Chair Walczak will report back to the Board about the completion and outcome of the presidential evaluation process at the September Board of Trustees meeting.

V. **COMMITTEE REPORTS**

None

VI. **STUDENT TRUSTEE'S REPORT**

Student Trustee Cam Do was not in attendance.

VII. **PRESIDENT'S REPORT**

FY19 Preliminary Budget

President Eddinger asked Vice President Pitcher and Associate Vice President Ginsberg to present on the FY 19 Preliminary Budget. This report included:

- State Budget Timeline
- FY19 Higher Education Funding
- FY19 Budget vs. FY17 Annual Unduplicated Headcount
- Governor's FY19 Budget Highlights
- FY19 BHCC Preliminary Budget
- BHCC Budget Timeline
- FY17 Unduplicated Headcount vs. FY19 State Appropriation
- FY17 Unduplicated Headcount vs. FY19 Projected Tuition and Fees
- Historical Funding: State Support vs. Fees (FY06-FY19 Cost per FTE: State Support vs. Student Support)
- Fee Increase Impact on Pell
- How Much Does it Cost to Attend BHCC?
- FY19 Budget Assumptions
- FY19 % of Operating Revenue - \$87 mm
- FY19 % of Operating Expenses - \$87 mm
- Financial Health Analysis of Reserves

There was opportunity for discussion and Q&A. Included in the discussion was an overview of the possible impact of a \$10 student fees increase on the budget.

ACTION: Unable to formally vote due to lack of quorum.

“The Board of Trustees approves the FY 19 Preliminary Spending Vote.”

Although the Board of Trustees was unable to formally vote on this resolution, there was a **sense of the Board to approve.**

Financial Reports

Vice President Pitcher provided financial reports for eleven months, ending May 31, 2018. He gave an overview of the document *FY2017 and FY2018 Consolidated Budget Status, 5/31/2018* which had been included in materials provided to Board members prior to the meeting. Operating revenue FY2018 actual (\$76,286,661) is at 95% of the FY2018 budget. Operating expenses FY2018 actual (\$67,671,642) are at 84% of the FY2018 budget. There was opportunity for discussion and Q&A.

Vice President Pitcher provided a report on plant fund expenditures for eleven months, ending May 31, 2018. He gave an overview of the document *Plant Fund Activity for*

2018, 5/31/2018, which had been included in materials provided to Board members prior to the meeting. Project expenditures FY2018 are at \$3,298,198, with a FY2018 budget of \$4,657,557. There was opportunity for discussion and Q&A.

ACTION: **Unable to formally vote due to lack of quorum.**

“The Board of Trustees approves the Financial Reports for Eleven Months, ending May 31, 2018 and the Plant Fund Activity Report for Eleven Months, ending May 31, 2018.

Although the Board of Trustees was unable to formally vote on this resolution, there was a *sense of the Board to approve.*

Sponsorships

- a. South Cove Manor at Quincy Point Annual Meeting and Dinner, Tuesday, May 15, 2018. The President requests approval of the expenditure of \$700 for the purchase of seven tickets to the South Cove Manor at Quincy Point Annual Meeting and Dinner.
- b. The Neighborhood Developers 40th Anniversary Celebration, Thursday, May 31, 2018. The President requests approval of the expenditure of \$1,000 for the purchase of a Bronze sponsorship, which includes five tickets to The Neighborhood Developers 40th Anniversary Celebration

ACTION: **Unable to formally vote due to lack of quorum.**

“The Board of Trustees approves the above sponsorship expenditure requests.”

Although the Board of Trustees was unable to formally vote on this resolution, there was a *sense of the Board to approve.*

Board of Trustees Meetings Calendar

Board members were asked to review the proposed calendar for 2019 meetings of the Board of Trustees and Committee of the Whole meetings. There was general agreement to accept the 2019 calendar of Board of Trustees meetings and Committee of the Whole meetings.

VIII. ADJOURNMENT

The Board of Trustees meeting adjourned at 7:25 p.m.

Respectfully submitted,

Trinh Nguyen
Board Secretary

George C. Hallsmith
Assistant Board Secretary

