

(APPROVED)

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS**

**MINUTES OF TRUSTEES MEETING
January 25 2022**

1. **CONVENING**

A meeting of the Board of Trustees of Berkshire@

- President Kennedy noted with the pandemic and construction we have had to take out the full cafeteria options, we are still looking at options for spring semester and long term options for next year.
- SGA met today and filled seats for Shared Governance
- Additionally, asked what Trustees would like within reports.
 - If you have items you would like from the Student Trustee report please email those to Chair Bowen to share with M. Bliss

6. ALUMNI TRUSTEE REPORT

Trustee Myers reported that they are working on recruitment for board members. Additionally, the deadline is approaching for the Daniel Dillon Heart of Service Award, please encourage submissions.

7. SUBCOMMITTEE REPORTS

a. Finance Committee

Trustee Mirante reported the following

FY22 at this time is about 60% of revenue and 40% of expenses, Quarter Trust Fund Report

Upon a motion duly made P. Mirante and seconded by M. Myers, it was VOTED by roll call vote, to accept the FY22 Trust Fund Report for the second quarter report

FY23 Budgets underway and hope to have a preliminary budget for review at March meeting.

COVID Update 98% compliance at this time with vaccination mandate.

Additionally, need to bring forward motions to get bank accounts updated due to recent staff changes. Motions put forth:

Upon a motion duly made P. Mirante and seconded by M. Myers, it was VOTED by roll call vote, to remove John Law and Mitchell Saviski from all bank accounts at Berkshire Bank, Greylock Federal Credit Union and People's Bank.

Upon a motion duly made P. Mirante and seconded by M. Myers, it was VOTED by roll call vote, to add the following staff: Andrea Wadsworth and Gary Russett to all bank accounts at Berkshire Bank, Greylock Federal Credit Union and People's Bank.

b. Academic Planning Committee

Trustee Myers reported that the committee met in November and are working with the new Vice President of Academic Affairs regarding Academic Master Plan.

c. Human Resources Committee

Chair Bowen reported on behalf of Trustee Zaffanella that the board has completed an 18 month evaluation of President Kennedy over the last few months. The full report was presented to President Kennedy and for the formal records note from the report:

“As an overview, we continue to find that Dr. Kennedy performs at an exceptionally high level. She exhibits broad, inclusive leadership. She institutes appropriate change in anticipation of needs. And she is sensitive both to her written goals and to the extensive range of responsibilities that are not captured in her goals. It is fair to say that Dr. Kennedy has the trust and respect of the BOT, and we recommend her for the maximum raise allowable by the DHE.”

Upon a motion duly made M. Myers and seconded by P. Mirante it was VOTED by roll call vote, to accept and approve the Presidents Evaluation.

d. Nominating Committee

Trustee Kiely reported that the committee has met and will be putting forth re-appointment and appointment information. Additionally, we are taking on a review of the current by-laws and see if any updates are needed at this time. We will also begin the board self-evaluation process

8. ADMINISTRATIVE ACTIONS

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