

*Board of Trustees*

**Memorandum**

**TO:** Board of Trustees

**FROM:** Sandra Saunders, Esq.  
Secretary

**DATE:** October 3, 2019

**RE:** **NOTICE OF MEETINGS**  
**Posted Thursday, October 3, 2019, at 12:00 p.m.**

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The Board of Trustees of Bristol Community College will hold a Finance/Budget Committee meeting on Monday, October 7, 2019, at 3:00 p.m. in Room 106 at the Bristol Community College Attleboro Campus at 11 Field Road in Attleboro, Massachusetts.

The next regular meeting of the Bristol Community College Board of Trustees will be held on Monday, October 7, 2019, at 4:00 p.m. in Room 225 at the Bristol Community College Attleboro Campus at 11 Field Road in Attleboro, Massachusetts.

Please see attached agendas for the meetings.

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

Board of Trustees  
Finance/Budget Committee  
Monday, October 7, 2019  
3:00 p.m.  
Bristol Attleboro, room 106  
11 Field Road, Attleboro, MA

## **AGENDA**

- I. Approval of the minutes of the meeting of the Finance/Budget Committee of June 11, 2019
- II. Old Business
- III. New Business
  - a. Review Annual Trust Fund Report
  - b. Review of the Trust Fund report for the fourth quarter 2019:  
April 1, 2019 - June 30, 2019
  - c. Report on reserves as of August 31, 2019
  - d. Review quarterly FY20 budget update
  - e. Review draft fiscal year 2019 audited financial statements
  - f. Review Investment Policy
- IV. Other Business
  - a. Approval of president's expenditures
- V. Adjournment

# **BRISTOL**

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COMMUNITY COLLEGE

ATTLEBORO  
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**BRISTOL COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MEETING AGENDA**

**BRISTOL ATTLEBORO CAMPUS  
11 FIELD ROAD, ATTLEBORO, MA  
Room 225  
Monday, October 7, 2019  
4:00 p.m.**

1. Call to Order
2. Dr. Carlos Santiago – Commissioner of Massachusetts Department of Higher Education
3. Tom Sannicandro – Director of Massachusetts Association of Community Colleges
4. Chair’s Remarks
5. Consent Agenda
  - Consideration of Minutes Board of Trustees Meeting of June 11, 2019
  - Report of the Finance/Budget Committee Meeting of June 11, 2019
  - Report of Personnel Actions August 2019
  - Consideration of Minutes Board of Trustees Meeting of August 21, 2019
  - Consideration of Board Retreat Notes of August 21, 2019
  - Report of Personnel Actions September 2019
  - Report of Workforce and Community Education Contracts October 2019
6. President’s Report
  - Enrollment Update – Vice President E. Cabellon
  - President’s Proposed 2019-20 Key Goals
7. Report of the Student Trustee – C.J. Souza
8. Financial Update – Vice President S. Kenyon
9. Old Business
  - Board of Trustees College Emails
10. New Business
  - Request for Expenses Approval
11. Adjournment