

# BRISTOL COMMUNITY COLLEGE

## *Board of Trustees*

### Board Meeting

## MEETING MINUTES

Monday, February 24, 2025

### 1. Call to Order

The four hundred and twentieth meeting of the Bristol Community College Board of Trustees was held on Monday, February 24, 2025. The meeting was held in person on the college's Fall River campus located at 777 Elsbree Street, Fall River, MA, in the Board of Trustees Conference Room (D-209).

Chair Medeiros called the meeting to order at 4:07 p.m.

**Board Members present:** Joan Medeiros, Chair of the Board; Jeffrey Karam, Vice-Chair; Lynn Motta, Secretary; Renee Clark (virtual/partial); Pamela Gauvin; Maria Gonzalez (virtual); Silvia Jones; Antonio (Tony) Lima; Todd McGhee; and John Morris (virtual)

**Board Members absent:** Joseph Ferreira

**Others present:** Steve Kenyon, Interim President; Sedgwick Harris, President (virtual); Lucinda Poudrier-Aaronson, Board Liaison; Joyce Brennan; Emmanuel Echevarria; Andrew Fisher; April Lynch; Kate O'Hara; Jo Ann Pelletier; Judi Urquhart; Stephen Bassler; and Jo Ann Bentley

### 2. Chair's Remarks

Chair Medeiros announced we have several Trustees participating remotely; therefore, she asked Board Liaison Poudrier-Aaronson to begin with roll call attendance.

Renee Clark	Present (virtual)
Joseph Ferreira	Absent
Pamela Gauvin	Present
Maria Gonzalez	Present (virtual)
Silvia Jones (Student Trustee)	Present
Jeffrey Karam	Present
Antonio (Tony) Lima	Present
Todd McGhee	Present
John Morris (Alumni Trustee)	Present (virtual)
Lynn Motta	Present
Chair Joan Medeiros	Present

Chair Medeiros thanked incoming President, Sedgwick Harris, for joining us virtually and wished him a Happy Birthday. She noted we looked forward to welcoming to campus next week.

She then introduced our newest Trustee, Antonio (Tony) Lima. Trustee Lima was recently appointed and sworn in as a member of the Bristol Community College Board of Trustees. He joins us today for his first board meeting. Trustee Lima is a Statewide Manager for Emerging Adult Services at the Massachusetts Probation Service and Senior Community Correction Probation Officer for New Bedford District Court. He earned his Bachelor of Arts degrees in Spanish and Political Science, from the University of Massachusetts Dartmouth, his Master of Science in Comparative Politics and International Relations, from Northeastern University and his Juris Doctor degree from the University of Massachusetts School of Law. Trustee Lima is an experienced, senior-level probation officer with an extensive background in probation services, including delinquency prevention/control, education, investigation and more. Trustee Lima is recognized for building strong working relationships within the community and his dedication to reforming the judicial system for future generations. In addition, he serves as the Co-Founder of the National Alliance of Cape Verdean Organizations and Cape Verdean Deportees Reception Center, as well as a Board Member for the Immigrants Assistance Center and RI Heritage Cape Verdean Subcommittee. Trustee Lima resides in New Bedford, MA

Chair Medeiros asked Trustee Lima if there was anything she would like to add or share with the board. Trustee Lima shared he was humbled by Chair Medeiros' introduction and thanked her for the warm welcome. He stated he was excited to be appointed and looking forward to serving on Bristol's Board of Trustees.

Chair Medeiros shared that a current Trustee directory was in their materials today including preferred contact information and appointment terms. She asked Trustees to let Lucinda know if anything needs to be updated.

### 3. **Consent Agenda**

- Consideration of Minutes of Board of Trustees Meeting for January 27, 2025
- Report of Personnel Actions February 2025
- Report of Workforce and Community Education/Contracts February 2025

Chair Medeiros stated she hoped that Trustees have had the opportunity to our review consent agenda items posted electronically and also within your materials, today. She listed the Consent Agenda items, and asked the Trustees if there were any questions or items that needed to be moved for discussion.

Hearing none, Chair Medeiros stated she was seeking a motion to approve the Consent Agenda items as presented. A motion to approve the Consent Agenda items as presented was made by Trustee Karam and seconded by Trustee Lima.

Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with a roll call vote on the motion. All those in favor of approving the Consent Agenda please respond YES. Anyone opposed, please respond NO.

Renee Clark	YES (virtual)
Joseph Ferreira	
Pamela Gauvin	YES
Maria Gonzalez	YES (virtual)
Silvia Jones (Student Trustee)	YES
Jeffrey Karam	YES

Antonio (Tony) Lima	YES
Todd McGhee	YES
John Morris (Alumni Trustee)	YES (virtual)
Lynn Motta	YES
Chair Joan Medeiros	YES

Chair Medeiros stated the motion to approve Consent Agenda items as presented was approved.

Next, she invited Interim President, Steve Kenyon, to provide the President's report.

At this time, Board Liaison Poudrier-Aaronson reminded Chair Medeiros that Trustee Clark needed to leave the meeting at 4:30 p.m. and asked if Trustee Clark might be allowed to provide her report of the Awards Committee (agenda item #7) out of prescribed order. Chair Medeiros thanked Board Liaison Poudrier-Aaronson for the reminder and invited Awards Committee Chair Clark to provide her report.

#### 7. **Report of the Board's Awards Committee** – *Trustee Renee Clark*

Trustee Clark stated that the Awards Committee meeting was held on January 27, 2025, to discuss the nominations submitted for the 2025 Commencement Awards (Distinguished Citizen and Honorary Degree). She reported on the process the Awards Committee utilized to make this year's recommendations to the full board. She shared there were seven nominations for the Distinguished Citizen Award and one for the Honorary Degree Award. Trustee Clark noted that one of the Distinguished Citizen nominations was a college employee for whom the Committee believed the college's employee recognition program should be utilized to recognize this individual. Trustee Clark also noted that she had recused herself from discussion on several of the Distinguished Citizen nominees as she worked professionally with them.

Trustee Clark shared that the Awards Committee recognized there were many outstanding nominations this year and that several of nominators and the nomination packets should be encouraged for resubmission in 2026.

Trustee Clark shared that the Awards Committee's recommendation for the Distinguished Citizen Award recipient for 2025 was District Attorney, Thomas Quinn, III, and their recommendation for the Honorary Degree Award was former Lieutenant Governor, Karyn Politio. She proceeded to share some highlights from each nomination in support of these two recommendations. She asked Trustees if there were any questions or discussion necessary.

*As a point of order, Trustee Clark also asked if she could make a motion to approve both award recipients together. Board Liaison, Poudrier-Aaronson suggested they be voted on individually for proper recording.*

Hearing no additional questions or discussion, Trustee Clark sought a motion to approve the recommendation of Karyn Polito as the 2025 Honorary Degree Award recipient. A motion to approve Karyn Polito as the 2025 Honorary Degree Award recipient was made by Trustee Gauvin and seconded by Trustee McGhee.

Committee Chair Clark asked Board Liaison Poudrier-Aaronson to proceed with a roll call vote on the motion requesting all those in favor of approving Karyn Polito as the 2025 Honorary Degree recipient please respond YES. Anyone opposed, please respond NO.

Renee Clark	YES (virtual)
Joseph Ferreira	
Pamela Gauvin	YES
Maria Gonzalez	YES (virtual)
Silvia Jones (Student Trustee)	YES
Jeffrey Karam	YES
Antonio (Tony) Lima	YES
Todd McGhee	YES
John Morris (Alumni Trustee)	YES (virtual)
Lynn Motta	YES
Chair Joan Medeiros	YES

Committee Chair Clark stated the motion to approve Karyn Polito for the 2025 Honorary Degree Award was approved unanimously.

Next, Committee Chair Clark sought a motion to approve the recommendation of Thomas Quinn, III as the 2025 Distinguished Citizen Award recipient. A motion to approve Thomas Quinn as the 2025 Distinguished Citizen Award recipient was made by Trustee McGhee and seconded by Trustee Jones.

Committee Chair Clark asked Board Liaison Poudrier-Aaronson to proceed with a roll call vote on the motion requesting all those in favor of approving Thomas Quinn as the 2025 Distinguished Citizen Award recipient please respond YES. Anyone opposed, please respond NO.

Renee Clark	YES (virtual)
Joseph Ferreira	
Pamela Gauvin	YES
Maria Gonzalez	YES (virtual)
Silvia Jones (Student Trustee)	YES
Jeffrey Karam	YES
Antonio (Tony) Lima	YES
Todd McGhee	YES
John Morris (Alumni Trustee)	YES (virtual)
Lynn Motta	YES
Chair Joan Medeiros	YES

Committee Chair Clark stated the motion to approve Thomas Quinn, III as the 2025 Distinguished Citizen Award recipient was approved unanimously.

She asked if there were any questions or discussion. Board Liaison Poudrier-Aaronson reminded the Board that these approved recommendations should remain confidential until the President has had time to talk with our nominees and extend an invitation for them to join us for Commencement. Then the college's Marketing & Communications Team will proceed with press releases and other details related to the 2025 awards.

Chair Medeiros thanked Trustee Clark for her work leading the board's Awards Committee through this process. She then invited Interim President, Steve Kenyon, to provide the President's Report.

*<Trustee Clark left the meeting at 4:30 p.m.>*

#### 4. **President's Report**

- Review President's Key Goals 2024-2025
- Community Partnership Highlight: **MOSAIC**, *Judi Urquhart*, Chief Advancement Officer
- Trustee Talking Points
  - Bristol Gala – *Judi Urquhart*, Chief Advancement Officer
  - NOWI Overall Workforce Training – *Jo Ann Bentley*, Associate Vice President Admin/Facilities
  - Executive Orders Update – *Steve Kenyon*, Interim President
- Financial Update – *Steve Kenyon*, Interim President and Vice President, Administration and Finance

Interim President Kenyon referred Trustees to the Key Goals document in their materials and provided them an update on the progress of the President's Key Goals for 2024-2025. At the conclusion of his updates, he asked Trustees if there were any questions or necessary discussion.

Hearing none, Interim President Kenyon invited Chief Advancement Officer, Judi Urquhart, to provide our Community Partnership Highlight for this meeting.

Chief Advancement Officer Urquhart shares that an event called MOSAIC which is an acronym for Multicultural Opportunities Serving Area Industries and the Community, would be hosted at Bristol Community College on Tuesday, April 9 in partnership with One SouthCoast Chamber. She shared the event would be held in J-Building Lobby with a panel discussion from 4:00-5:00 p.m. and a reception to follow. She noted the purpose of this event was to strengthen and support DEI initiatives in our collective workplaces. Ms. Urquhart also shared the confirmed speakers included Bruce Rose (NAACP) and Von Marie Moniz (Hispanic Chamber of Commerce), and additional panelists may include Justina Perry (Buy Black New Bedford), Melanie Tavares, Samia Walker and DEI Officers at other institutions. She invited Trustees to attend.

While she had the floor, Ms. Urquhart shared she would continue as she had the first Trustee Talking Point, the Bristol Gala. She reminded Trustees of the college's 60<sup>th</sup> Anniversary Gala celebration to be held on March 28<sup>th</sup> in New Bedford. She shared tickets were on sale now and invited Trustees to attend and/or participate in the silent auction reminding all to bid early and often, with proceeds supporting the Foundation including student scholarships and the college's aspirational work.

Interim President Kenyon thanked Judi Urquhart for sharing updates for both important events. He invited Jo Ann Bentley, the college's Associate Vice President for Administration & Facilities to provide an update of the Workforce Training initiatives begin conducted at NOWI. She shared that in addition to all the training activities related to offshore wind, we were also utilizing the facility to conduct all types of safety training for many different industries serving the SouthCoast communities.

Trustee Karam asked if the college had any concerns about the current administration's stance on the off-shore wind energy and wondered if at some point in time the college may seek a name change for the facility located at 198 Herman Melville Boulevard in New Bedford.

Associate VP Bentley shared there has been intentional emphasis on the diversification and expansion of training initiatives held in the facility noting that the offshore wind industry was not the only training being conducted there. She said while she had not been involved in discussions related to possible name change for the facility, that may be something to review in the future. Both Interim President Kenyon and VP Joyce Brennan shared there would be on-going monitoring and discussions related to the pros and cons of a facility name change, and the board would certainly be involved in those decisions.

Interim President Kenyon thanked Associate VP Bentley for providing the workforce training updates and shared he had the next Trustee Talking Point item. He shared that the Leadership Team thought it might be important to provide some general updates around the flurry of recent executive orders from Washington, D.C. that impact the college and all higher education.

He shared that on the screen and within the next few pages are just a partial list of Executive Orders impacting higher education. The first slide is those on the subject of equity. In total there are a couple of dozen Executive Orders that in one way or another touch higher education. Interim President Kenyon noted we are communicating regularly with our legal counsel on these Orders. The State's Attorney General's Office is very engaged and has participated in several lawsuits with other states against the implementation of some of these orders sharing late last Friday, there was some success in at least temporarily delaying the implementation of several Executive Orders. A federal judge ruled that the federal government cannot terminate, pause, or freeze our grants or contracts on the basis of the Termination Provision. That was a big victory, even if only temporary.

Interim President Kenyon stated he wanted to be clear that our position is that we will always remain in compliance with the laws, both federal and state. He acknowledged how to do that may get tricky until there is more clarification on exactly what policy changes come from the Executive Orders. We shared we are being reminded repeatedly that the Executive Orders are not enforceable by law, but they are certainly an indication of what future policies could look like. He added that our accrediting body, NECHE, has also been great in providing guidance and there are a lot of major institutions with much more at stake that are readily sharing information.

Interim President Kenyon noted that one Executive Order he would like to emphasize is the Department of Education's release of a "Dear Colleague Letter" focused on the nondiscrimination obligations of schools and other institutions that receive federal funding. He shared Bristol has carefully reviewed this guidance and is taking care to confirm that our policies and practices remain in compliance with governing laws. He stated that we have done an inventory of policies, job titles, student groups, trainings, scholarships, events and noted that there are some items that may need to be addressed depending on what the final rulings look like.

Interim President Kenyon emphasized that our mission, vision and values have not changed, and we will continue to provide educational access to everyone. He noted we hire employees based on merit and offer equal pay for equal work, and none of that has or will change. He shared we will continue to monitor the communications out of Washington, D.C. and we will work both internally and with our legal counsel to ensure our policies and practices remain compliant with state and federal laws while staying true to our mission. Interim President Kenyon stated we will continue to update the Board of Trustees as necessary. He asked if there were any questions about any particular Executive Orders. He also shared that there is an All College Meeting scheduled this Wednesday when several of us on the Leadership Team will address this topic with the employees of the college.

Hearing no additional questions or discussion related to Executive Orders, Interim President Kenyon shared he was up next to provide the college's financial update noting the following items:

- Enrollment is settled in for the Spring and is 26% up from last spring. While that is unprecedented growth, we are now seeing a trend each semester which is a great. We are including another 6% growth for next year's budget.
- As the Board considers a fee increase in the coming months we want you to have some perspective. Only one-third of our students made any payment to the college this semester. That is down from over 70% prior

to MassEducate. We will work with Financial Aid and the Bursar's Office to see exactly who that population is with the goal of improving that figure.

- There is a financial component to all the program specific accreditations the College receives. Last week the Dental Hygiene program received a great report which was labeled as "approval without reporting requirements". That program is all set until 2031.
- As reported earlier today at the Finance Committee meeting, revenue is over budget by 25% or \$7.1M
- Net investment income is up 25% as well. Most of that is unrealized gains of \$1.3M on our Fidelity Account.
- On the expense side we are overbudget on only one item by approximately 8%. That line item is compensation, and is over by roughly \$4M. It is entirely the result of the enrollment increase and the necessary addition of adjunct faculty. All other areas are within their budgets.
- The College uses all its state appropriation to pay full-time benefited salaries and until FY24 we would have to pay additional salaries and fringe benefits from our Trust funds at a cost exceeding \$1M. Last year and this year, and in our budget for next year we have employee FTEs budgeted in an amount not to exceed our state appropriation. This is a result of increased state appropriation and better position management. If an employee is paid by the state appropriation, the state also pays the fringe benefits at 45%. If the College pays the employee from Trust funds we also need to pay the 45% fringe.
- Scholarship expense increased almost 13% year to date which is the impact of MassEducate. As a reminder, MassEducate is funded through Financial Aid.
- We remain on track to have a surplus of \$1.5-2.0M and our ratios remain consistently strong and within our thresholds set by NECHE.

Interim President Kenyon asked if there were any questions. Hearing none, he turned the meeting back over to Chair Medeiros.

She thanked Interim President Kenyon, all the members of the Leadership Team, and the faculty and staff present for their insightful presentations.

Chair Medeiros invited Stephen Bassler, the college's Risk/Compliance Officer, to provide a Risk Management Program Overview.

#### 5. **Managing Risk Presentation** – *Stephen Bassler*, Risk/Compliance Officer

Mr. Bassler began by thanking Chair Medeiros and the Risk Management Committee Chair, Pam Gauvin, who have been instrumental in reenergizing this risk related work for the college. He shared the Commonwealth's Enterprise Risk Management (ERM) requirement and the Internal Controls Act (1989).

He then provided an overview of risk management at Bristol including eight program components including Risk Management Governance & Framework, Risk Identification, Risk Categorization, Risk Assessment Methodology, Risk Response, Internal Control Plan and Activities, Communication & Training, and Monitoring & Reporting.

Mr. Bassler stated the design of this model was intended to promote a culture of risk management throughout the organization and modeled work done at Chicago State University.

Next, he provided an overview of the risk management governance committee including the Board's Risk Management Committee (BRC) and PLT's approval of an updated Risk Management Advisory Committee (RMAC) in November 2024.

He reviewed a Risk Categorization Model for Bristol Community College including 10 risk domains “owned” by various members of college leadership.

Domain	Owner	Domain	Owner	Domain	Owner
1 Strategic	A. Lynch	4 Technology	J. Pelletier	8 Facilities	J. Bentley
2 Student	K. O'Hara	5 Instruction	A. Fisher	9 Financial	K. Toni
3 Employee	E. Echevarria	6 Advancement	J. Urquhart	10 Other Risks	S. Kenyon
		7 Service Provider	P. Pacheco		

He noted that each risk domain then had 5-10 sub-types assigned for a total of 80 sub-types with a member of the college community assigned as a lead to each sub-type, thus providing a model for inclusive involvement.

01 Strategic	02 Student	03 Employee	04 Technology	05 Instruction
01 Alliances & Partnerships	01 Complaint/Grievance/Appeal	01 Compensation & Benefits	01 Data Literacy & Analytics	01 Academic Accreditations
02 Alumni Affairs	02 Enrollment	02 Employee Conduct	02 Data Management	02 Academic Offerings
03 Competition	03 Minors	03 Employee Diversity	03 Data Protection & Privacy	03 Centers & Institutes
04 Image/Brand	04 Non-Degree/Guest Students	04 Employee Performance	04 IT Availability/Continuity	04 Dual Credit/TRiO
05 Institutional Assessment	05 Programs & Events	05 Employee Relations	05 IT Infrastructure/Operations	05 Innovation of Offerings
06 Government/Community	06 Publications/Disclosures	06 Institutional Culture	06 IT Security/Infosec & Cyber	06 Program Assessment
07 Major Initiatives	07 Regulatory Programs	07 Organizational Structure	07 New Tech Implementations	07 Scheduling/Resource Alloc
08 Organizational Change	08 Selective Admissions	08 Talent Management	08 Release/Change Management	
09 Social & Political Factors	09 Student Behavior	09 Training & Development		
10 Strategic Planning	10 Support Services			

  

06 Advancement	07 Service Provider	08 Facilities	09 Financial	10 Other Risks
01 Corporations / Foundations	01 Auxiliary Services	01 Administrative Services	01 Accounting & Reporting	01 Board/Exec Governance
02 Endowment	02 Contract/Agreement Mgmt	02 Business Continuity - Non-IT	02 Budgeting & Forecasting	02 Compliance Oversight
03 Private Donor	03 Procurement/Vendor Selection	03 Construction Activities	03 Cash Management	03 Fraud
04 Pre-Grant	04 Purchasing/Accounting	04 Environmental/Health/Safety	04 Fixed Assets/Cap Investments	04 Insurance
05 Post-Grant	05 Vendor Management - IT	05 Events Management	05 Investments	05 Internal Controls
	06 Vendor Management - Non-IT	06 Facilities Management	06 Payments/Payables	06 Legal & Liability
		07 Location Access	07 Payroll	07 Police Services
		08 Physical Safety	08 Receivables/Tuition/Fees	08 Policies/Standards
				09 Record Retention

Mr. Bassler continued his presentation with a Risk Assessment Methodology and a mechanism to assess “Risk Appetite” throughout the college utilizing a Risk Rating Matrix model.

## A | Inherent Risk Rating Matrix

INHERENT RISK

- Inherent Risk Ratings are assigned when considering (intersection of) the Impact and Likelihood of a particular activity or event.
- Inherent Risk Rating terms are intentionally different from Impact to avoid confusion when discussing and reporting risks.

		LIKELIHOOD			
IMPACT	Term	Rare	Infrequent	Probable	Likely
	Severe	HIGH	HIGH	VERY HIGH	VERY HIGH
	Critical	MEDIUM	HIGH	VERY HIGH	VERY HIGH
	Moderate	LOW	MEDIUM	MEDIUM	HIGH
	Negligible	VERY LOW	LOW	LOW	MEDIUM
	Insignificant	VERY LOW	VERY LOW	VERY LOW	LOW

7 Impact Categories

Regulatory, Financial, Reputation, Student, Data, Technology, People

## B | Residual Risk Ratings Matrix

RESIDUAL RISK

- Residual Risk ratings are determined by applying Control Effectiveness to the Inherent Risk of the activity or risk event.
- Residual Risk ratings output will be leveraged for Risk Response planning and prioritization.

		CONTROL EFFECTIVENESS			
INHERENT RISK	Term	Highly Effective	Strong	Sufficient	Ineffective
	Very High	MANAGEABLE	NOT SUSTAINABLE	UNACCEPTABLE	UNACCEPTABLE
	High	ALLOWABLE	MANAGEABLE	NOT SUSTAINABLE	UNACCEPTABLE
	Medium	ALLOWABLE	ALLOWABLE	MANAGEABLE	NOT SUSTAINABLE
	Low	NOT ACTIONABLE	NOT ACTIONABLE	ALLOWABLE	MANAGEABLE
	Very Low	NOT ACTIONABLE	NOT ACTIONABLE	NOT ACTIONABLE	ALLOWABLE



Mr. Bassler then presented an overview of a Strategic Risk Assessment cycle and suggested timeline for implementation.



He continued with an Assessment Cycle Output plan designed to prioritize and monitor the risk work at the college. This also included the use of the model for monitoring and tracking PolicyStat documents as we move forward.

Mr. Bassler asked if there were any questions or discussion. Hearing none, Chair Medeiros thanked Mr. Bassler for the extensive overview and presentation, and his work with the Board's Risk Management Committee (BRC). She invited Trustee Pam Gauvin to provide a report of the BRC.

#### 6. **Report of the Board's Risk Management Committee** – *Trustee Pam Gauvin*

Trustee Gauvin also thanked Stephen Bassler for his work with the Committee and shared that his presentation, her report for today was basically done. She did share the following:

- The Board's Risk Management Committee (BRC) held a meeting on February 10, 2025.
- The college's Risk/Compliance Officer (Stephen Bassler) prioritized two topics for the Committee to discuss, which included:
  1. An update on actions taken to further enhance Bristol's policies management program.
  2. An overview of the Bristol Strategic Risk Assessment Cycle that recently commenced.
- The next meeting of the BRC is targeted for late April 2025; with suggested agenda topics of a progress update on the Strategic Risk Assessment and the development of periodic Risk reporting.

Chair Medeiros asked if there were any questions or thoughts related to BRC. Hearing none, she noted Trustee Clark had already provided the Award's Committee Report earlier in the meeting out of order to accommodate her need to leave the meeting. Chair Medeiros then invited Trustee Jones to provide the Student Trustee Report.

8. **Student Trustee Report** – *Trustee Silvia Jones*

Trustee Jones reported Student Veterans of America will be sending 4 students and a Chaperone (SVA Faculty Member) to Washington Week, March 2<sup>nd</sup> – 5<sup>th</sup> and shared that each March, SVA's policy and advocacy priorities are formally published through a series of events around Capitol Hill, the White House, and executive branch departments and agencies. She noted that Washington Week allows Student Veterans of America chapter members to make their voices heard in our Nation's capital.

Trustee Jones reported that Bristol's SVA chapter were hosting two fundraisers this semester including Easter Yummies Online Storefront and Dave & Buster's Play Cards.

She reported that eight SVA chapter members were honored with an official resolution by the Fall River City Council on February 11, 2025 at the City Council Meeting.

Trustee Jones also reported that Bristol Awards took place on February 13, 2025, where Bristol Alumni were recognized.

At the conclusion of Student Trustee Report, Chair Medeiros thanked Trustee Jones for her report.

*<Trustee Karam left the meeting at 5:00 p.m.>*

9. **Old Business**

Chair Medeiros reminded Trustee that each year the board is asked to review and assess its collective work. She stated that a hardcopy of the self-assessment tool is in your board material today for your review. She noted that Lucinda has received several completed self-assessments to date, but that we still needed a few more. She asked Trustees to please complete the self-assessment tool before leaving the meeting tonight and provide to Board Liaison Poudrier-Aaronson. Chair Medeiros asked if there were any questions or thoughts related to the Annual Board Self-Assessment process.

Hearing none, she reminded Trustees of the upcoming meeting dates for 2025-2026. Meeting dates are in your material today as well as available electronically in the Trustees shared files. She noted these meeting dates have been sent to all as Outlook calendar invites as well.

Chair Medeiros asked if there were any additional Old Business items to consider. Hearing none, she invited any items for the Board's consideration as New Business.

10. **New Business**

Hearing no items for New Business, Chair Medeiros invited any final thoughts, comments, or questions for Board consideration.

11. **Adjournment**

Hearing no final thoughts or questions for the Board's consideration, Chair Medeiros called for a motion to adjourn the board meeting at 5:07 p.m. A motion to adjourn the meeting was made by Trustee McGhee and seconded by Trustee Gauvin.

Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with a roll call vote on the motion. She asked all those in favor of adjourning the meeting please respond YES. Anyone opposed, please respond NO.

Renee Clark	
Joseph Ferreira	
Pamela Gauvin	YES
Maria Gonzalez	YES (virtual)
Silvia Jones (Student Trustee)	YES
Jeffrey Karam	
Antonio (Tony) Lima	YES
Todd McGhee	YES
John Morris (Alumni Trustee)	YES (virtual)
Lynn Motta	YES
Chair Joan Medeiros	YES

The motion to adjourn the meeting at 5:07 p.m. was approved unanimously.