



COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
BOARD OF TRUSTEES
October 2, 2008

Members Present: Paul Holloway, Kim Trisciani, Harvey Hill, Walter Peterson, Robert Mallat, Ned Densmore, Connie Roy-Czyzowski, Ann Torr, Steve Guyer, Chelsea Henderson, Joshua Menard, William Marcello, Claudette Mahar, Amy Rice, Nicholas Halias, Robert Duhaime, Richard Gustafson, Paul Leather, Katharine Eneguess, Mark Edelstein, Steven Budd, Will Arvelo, Darlene Miller, Lynn Kilchenstein, and Lucille Jordan.

Regrets: David Paquette, Lori Hitchcock, Charles Annal, Richard Brothers, George Bald, and Governor Lynch (5 vacancies).

9:31 a.m.

President Katharine Eneguess welcomed the Board to White Mountains Community College and gave an overview of current college activities. WMCC faculty and staff present were introduced. Student Chris Roy spoke on his work experience on the green roof project at the Mt. Washington Hotel. Professor John Colbath spoke on the Nursing program and the CSI Health Camp program.

I. Call to Order

The business meeting was called to order at 10:26 a.m. at White Mountains Community College, Berlin NH.

II. Adoption of Minutes

VOTE: The Board, on motion of Mr. Mallat, seconded by Mrs. Torr, voted unanimously to approve the minutes of the August 7, 2008, meeting as presented.

Mr. Robert Duhaime was welcomed and introduced by Trustee Mahar. Mr. Duhaime spoke on his background. Chelsea Henderson, student representative from Nashua Community College, was also welcomed.

III. Reports from Standing Committees

A. Personnel Committee

Trustee Trisciani reported on the September 22, 2008 meeting. There are two action items.

VOTE: The Board, on motion of Ms. Trisciani, seconded by Mr. Mallat, voted unanimously to add Legal Counsel and System Budget Director to the Appointment of Senior Administrators personnel action previously approved as recommended by the Personnel Committee.

VOTE: The Board, on motion of Ms. Trisciani, seconded by Mr. Mallat, voted unanimously the following change to the following Human Resources Board Policy 373.2 as recommended by the Personnel Committee as follows:

373.2 For eligible full-time employees, the tuition benefit includes a 100% tuition discount **and the waiver of any mandatory fees generally required of other students for enrollment in any credit or non-credit course offered by a CCSNH college.** The tuition discount does not apply to courses that other educational institutions may offer, even if on a Community College System campus or academic center.

B. Academic and Student Affairs Committee

Trustee Hill indicated that the committee met on September 18. No Board action is required. Time was spent discussing Dashboard Metrics. The committee will review what data should be provided to the Board, how we can generate that data, and NEASC requirements. Dr. Gustafson indicated that we are getting better information now and are looking at data systems such as Student Tracker and Data Warehouse.

Question was raised as to why we provided training for only 20 out of 50 Job Training Grant requests. Dr. Gustafson explained that some of the proposals awarded outside CCSNH were for specialized equipment training involving proprietary equipment. In other cases, companies had established ongoing training with another vendor.

C. Facilities & Capital Budget Committee

Mr. Mallat indicated that the committee met on August 28. No Board action is required. He circulated and explained two reports - update on all facilities projects and update on highway signage. There are a significant number of projects currently underway.

D. Finance & Audit Committee

Trustee Densmore reported on three meetings. Board action is required.

VOTE: The Board, on motion of Mr. Densmore, seconded by Mr. Mallat, voted unanimously to approve the proposed FY10-11 operating budget request as presented in the amount of \$94,546,198 for FY10 and \$99,223,231 in FY11, as recommended by the Finance Committee.

Mr. Densmore explained the extensive process that was followed in order to present the budget today. Trustees Halias, Mallat, Paquette and Densmore were involved in the process and bring forward this budget. After Board approval, it will be submitted to the Governor. This budget is required to maintain our current momentum and serve our population.

Dr. Gustafson explained the lengthy process that was followed. We reviewed revenue and expenses thoroughly including associated costs for our new facilities. This involved SO administrators, colleges Presidents and CFOs. We wanted to present a budget to the Legislature that shows the real picture to maintain quality programs.

Trustee Densmore added that the legislature needs to know that we are responsibly accepting our challenge for new students etc. The budget represents what is necessary to do this job right, and will advocate for what we need.

Chair Holloway added that we need to tell the Governor and Legislature what we need to do things properly, keep quality programs and to keep our System on the move. Lots of work was done to get arrive at this budget and he strongly supports it. We can show a great return on investment as 95% of our students are from NH and a high percentage work in NH after graduation.

The lapse funds requests were thoroughly discussed at the Finance meeting. Mr. Densmore explained that we had a larger than usual lapse at the end of FY08 because we were conservative with our spending as we converted to Banner Finance. It was hard to determine precisely account balances toward the end of the fiscal year. Some of these projects requested from lapse could have been completed with operating funds had information been available.

VOTE: The Board, on motion of Mr. Densmore, seconded Mr. Guyer, voted unanimously that the following amounts be transferred from the non-lapse account to the System Office/College as indicated, as approved by the Finance Committee at their 9/16/08 meeting.

REQUEST FOR LAPSE FUNDS FOR SYSTEM PURPOSES: TOTAL REQUEST: \$540,000

During the 2008 – 2009 fiscal year the CCSNH System Office plans to move forward on a number of initiatives that will require the use of funds from the Non – Lapse Account. We respectfully request the approval of the following projects and the associated funds.

1. Chancellor Search:

The Board of Trustees is prepared to contract with the Isaacson – Miller search firm to provide comprehensive executive search services to the Chancellor Search Committee and the Board of Trustees in their search for a Chancellor. This request includes the anticipated cost of the contract as well as the costs for advertising and travel and lodging expenses for the I –M consultants and the semi-finalists and finalists for the Chancellor position.

Requested Amount: \$ 90,000

2. Marketing and Advertising:

The CCSNH plans to continue its contractual relationship with NL Partners and its work with the Colleges and the System to market the community colleges in the State of New Hampshire. The FY 2008 effort proved successful and it is important that the System continue the aggressive level of public relations and advertising to strengthen reputation, enrollment and revenue. The funds would be expended for continued design services, production services and the placement of radio, TV, print and Internet advertising. There would also be funds to modestly augment college marketing budgets. This request is for the first half of FY 2009, with an anticipated request for a similar amount for the spring of 2009.

Requested Amount: \$ 175,000

3. White Mountains Community College.....Air Conditioning

The new renovations at White Mountains Community College have absorbed all the funds available. The College had planned to include air conditioning in the new wing, but resources did not permit. The College

requests to use a portion of the System Lapse Funds to include this feature in the renovation as a cost effective way to include air conditioning now rather than retro fit the system at a later date at an increased cost. This would be considered a "loan" from the Lapse Fund to be paid by the College over a 5 year period at \$25,000 per year.

Requested Amount: \$125,000

4. Collective Bargaining for a new Contract with the SEA:

The Board of Trustees, with the concurrence of the Office of the Attorney General, has voted to enter into a contract with the firm of Morgan, Brown & Joy of Boston, MA. The purpose of this contract is to acquire the legal services of the firm to assist the Trustees in negotiating a contract with the SEA to cover appropriate employees of the CCSNH. This would be a new collective bargaining agreement between the Trustees and the SEA as a successor agreement to the current master agreement with the State of New Hampshire, which covers state employees in all state agencies.

Requested Amount: \$ 100,000

5. CCSNH Safety & Security Program:

The CCSNH plans to enter into a contract with TranSystems to continue their work with the colleges and the system office to address matters of safety and security on the campuses and for the system office. TranSystems conducted a comprehensive safety and security assessment of the CCSNH colleges in the spring of 2008 and made a series of recommendations for improvement. The capital portion of those recommendations has been submitted to the Governor and the Legislature as the System's first priority for funding in the 2010-2011 capital budget. TranSystem is now prepared to assist and facilitate a CCSNH System wide work group with the development of common protocols for emergency response, for common specifications for safety and security related construction materials and communication systems. This activity would be conducted throughout the 2008 – 2009 fiscal year.

Requested Amount: \$ 50,000

REQUEST FOR USE OF LAPSE FUNDS FOR NHTI: \$ 131,722

Earlier in the summer NHTI was informed that the NH Bureau of Public Works required the College to increase the amount in the contingency fund for the Health Building by an additional \$231,769.

Initially the College planned to take these dollars from current operations with the understanding that certain budget lines would be “stressed” unless significant enrollment increases enabled replenishment.

To ease the stress on the 2009 operating budget, the College requests to apply its 2008 lapse funds in the amount of \$131,722.30 toward this required contingency. This would mean that we would only have to allocate \$100,046.70 from the 2009 operating budget.

Any funds remaining in the contingency account once construction is completed will flow back to the lapse fund account.

REQUEST FOR USE OF LAPSE FUNDS FOR RIVER VALLEY COMMUNITY COLLEGE: \$224,899

River Valley Community College is requesting access to Lapsed Funds for the purpose of addressing four aspects: strategic planning goals, CIHE recommendations, building improvements and program improvements. We are requesting funds for the following activities.

STRATEGIC PLANNING:

IT TECHNOLOGY JUSTIFICATION: A subcommittee of the Strategic Planning Committee identified four overarching themes during a daylong retreat held in the spring of 2008; one of the themes identified was IT infrastructure. These upgrades are necessary to support a revenue goal to increase on-line offerings by fifty percent each of the next four years. Bill Beyer and Bernie Keenan have reviewed this request and have concurred that these are Claremont and Keene’s most important purchasing goal. We are requesting \$100,000.00 for these improvements.

Ghosting software to allow 250 computers to be updated at one time
\$2,825

Three new servers to replace: Claremont Academic server
Keene Academic Center server
On-line storage of Allied Health files - these tend to be larger

Power-point files for student reviews. \$21,285

Two tablet PC’s – two were purchased out of 2008 operating budget- faculty has expressed interest in using this technology \$ 4,946

Six Multimedia laptops – to support On-line initiatives \$ 7,938

On-line teaching and learning instruction for faculty \$ 5,000

GRANT WRITER JUSTIFICATION:

The College would like to contract with a professional grant writer consultant, they would complete the initial grant application for a Title III grant. \$30,000

CIHE RECOMMENDATIONS

LIBRARY COLLECTION JUSTIFICATION: The CIHE report cited only five deficits in their preliminary report. One of their findings was that although the Claremont Library did have sufficient technical offerings its non-technical offers were in need of variety. When President Budd sits with the reporting commission in November he would like to show the college's commitment to CIHE recommendations.

We would like to expend \$25,000

BUILDING UPGRADE:

NEW FURNACE JUSTIFICATION: We would like to purchase a new furnace for the college, this is to address building upgrades that would normally be requested through Capitol funds and will benefit the campus with fuel usage reduction. The present boiler was installed in approximately 1964, this new furnace will not only save money in fuel costs it will also help the campus become "greener." \$64,000

PROGRAM NEEDS:

COMPUTER TECHNOLOGY JUSTIFICATION: RVCC in partnership with Red River and Sugar River Technology Center have revised the Computer Technology curriculum. As a result the computer labs need to be outfitted with appropriate hardware and software to support the advanced technology used in this program. This will enable these students to transfer to four year institutions or enter into the workplace. \$57,958

NURSING PROGRAMS JUSTIFICATION: The newly acquired simulation equipment for both the Claremont and Keene nursing programs have eight scenarios; this fall there are 20 scenarios available which are the basics of a RN curriculum and are recommended by the NLN for nursing school environments. They come with a supply list, de-briefing questions, additional student related activities, options for changing the programming to make more difficult, etc. We would purchase one each program \$6,000

Total request for funds \$224,899

REQUEST FOR USE OF LAPSE FUNDS FOR GREAT BAY COMMUNITY COLLEGE: \$739,850

As you know Great Bay CC lost \$1 million in the capital budget for construction at Pease. As a result of this and the unexpected increase in construction materials, we have had to cut out significant portions of the project. These included the maintenance building, the front entrance to the college, the Vet Tech labs, site work, landscaping, etc. We also had to cut our moving and furniture. And, of course, the budget never included security.

Because of these cuts in the budget and the increase in prices we went through a value engineering process which allowed us to realize some savings and put the Vet Tech Lab into the normal budget. Still, there are some major pieces that need to find their way into the project in order for us to bring on-line the best possible facility we can prudently afford.

We propose to use all of the \$739,849.99 lapsed by Great Bay Community College to put back into the project all the portions that were cut out of the original estimate (maintenance building, main entrance, site work, landscaping), plus additional elements which would have been part of the original \$11 million dollar budget, but had to be cut out (moving, furniture, security). These would be as follows:

Maintenance Building	\$100,000
Main Entrance	\$150,000
Site Work	\$ 80,000
Landscaping	\$ 30,000
Moving	\$100,000
Furniture	\$200,000
Security	\$ 75,000
 Total	 \$735,000

REQUEST FOR USE OF LAPSE FUNDS FOR NASHUA COMMUNITY COLLEGE: \$517,000

1. - Front Entrance & One Stop Center

This item was approved by the Board of Trustees in the spring '08; however, the contract was not completed and signed until after July 1, 2008.

Requested Amount: \$100,000.00

2. - Furniture for One Stop Center

The One Stop Center office space will require new furniture, as the new design will not accommodate the size of old office furniture. The new furniture will allow for a more efficient work flow and effective use of space. The old furniture will remain in the vacated office space to be used by the employees assigned to those areas.

Requested Amount: \$160,000.00

3. - Computer Lab Equipment & Update

The College has not been able to update its computer labs for the past four years, and with the requirement of VISTA in most of our programs we find it necessary to update our labs to ensure the academic currency of our computer course offerings in Business Studies and Computer Science. The Equipment will include 80 desktops computers including monitors and software. The quote is attached to this document.

Requested Amount: \$82,000.00

4. - Vehicles

The College needs to replace one vehicle in its fleet that has in excess of 125,000 miles and in need of constant repair, and is not fuel efficient and another that is approaching 100,000 and not fuel efficient. In addition the college needs to increase its fleet to accommodate the increased travel by two new recruiters, travel to internships, and system meetings. The college request \$75,000 to purchase two HONDA civics and one Hybrid SUV.

Requested Amount: \$75,000.00

5. - Painting Outside Stucco Façade of Main Building

The Main Building of the campus is outdated and is in need of significant paint of its façade; this is more evident with the addition of a new main entrance and the Wellness Center that is surrounded by stained and peeling stucco. We have consulted with the Dennis Mires, the architect for the Wellness Center and the Front Entrance and it his recommendation we paint the "white" bands of stucco of the main building "aged copper" to connect the main building and the Wellness Center.

Requested Amount: \$80,000.00

6. - Signage for Front Entrance & Interior Building

The signage throughout the buildings is out dated and this allows us to incorporate our new name and provide appropriate identification of offices and maps throughout the building. This will also address the safety concerns identified by our safety committee and Nashua Fire Department.

Requested Amount: \$20,000.00

REQUEST FOR USE OF LAPSE FUNDS FOR LAKES REGION COMMUNITY COLLEGE: \$110,485

1. - Improve access for handicapped

Currently, handicapped individuals cannot access either of our buildings through the main entrances, making it very difficult for them to move from one building to the other. To improve that situation, we would like to add new automatic doors for the main entrance to each building and replace the non-functioning automatic door mechanism for the cafeteria. Changing the main entrance of the original building to automatic sliders would have the additional benefit of improving security

Requested Amount: \$25,000

2. Improve main entrance of original college building

The entryway to the original college building is both hazardous and unattractive. The concrete steps and walkway have been damaged over time and are now rough and uneven, posing a trip hazard. There is no ramp for handicapped access and no railing. The height of the concrete walls surrounding the front door has been reduced to minimize the "bunker" impression, but the overall look is unwelcoming. We have put a lot of effort over the past several years into improving campus landscaping, and the renovation of our original building creates a much improved educational environment. Our main entrance now needs to be upgraded to make it more consistent with the rest of the campus.

Requested Amount: \$65,000

3. Address key security issues

The security assessment completed last year by TranSystems identified a number of issues for our College, including key security, problems with external and internal doors, outdated camera surveillance, alarm systems, and communication systems. The alarm system for our original building

has been updated as part of our renovation project, but other issues still need to be addressed. As initial steps, we would like to implement keyless locking systems for both exterior and interior doors, ensure all classroom doors can be locked from the inside, upgrade our camera surveillance system, and improve emergency communications. Some of these measures may be undertaken as part of a system-wide initiative, and others may be achieved with our operating funds. However we would like to begin by implementing keyless locking systems for all exterior doors, and are requesting authorization to expend lapse funds for that purpose

Requested Amount: \$20,000

VOTE: The Board, on motion of Mr. Mallat, seconded by Mr. Densmore, voted unanimously that the unspent FY2008 funds in the amount of \$104,800.11 be transferred from the non-lapse account to the FY09 Running Start account as approved by the Finance Committee on August 28, 2008.

It was explained that in FY08 we received an appropriation specifically for the Running Start program. A portion of that appropriation was unspent at the end of the fiscal year. Rather than lapse to the non-lapse fund, this action moves those funds into the same lines for FY09. This needs to be separate for tracking purposes and to report to the Governor showing that funds were spent as originally intended.

E. Governance

Trustee Roy-Czyzowski reported that no meeting has been held since the last Board meeting.

In discussions this past spring, two areas were identified as topics for discussion – development of new and existing Board members and Board self-evaluation to regularly monitor performance against strategic goals. These are two possible topics for the Board retreat.

IV. Other Reports

A. Chairperson's Report

Chair Holloway reported as follows:

Jeremy Hitchcock has been nominated to the Board. We have been told that there will be no other appointments until after the election. After the confirmation of Mr. Hitchcock, we will have 4 vacancies plus addressing one hold-over.

B. Chancellor's Report

Dr. Gustafson reported as follows:

- The fall college visits have been completed. The fall semester has a very positive start and this is a tribute the faculty and staff.
- A series of meetings have been held with commissioners whose departments provide services to CCSNH. The first meeting was with Bud Fitch, Office of Attorney General. We may continue with some AG services through a memorandum of understanding. The Chancellor also met with Administrative Services Commissioner Linda Hodgdon. That department offers us a wide range of services. He will next meet with the State Treasurer.
- A work session was held with Presidents, SO staff and Earl Hale to discuss formula based appropriations.
- The aviation program continues moves forward with the assistance of President Jordan and Sid Barnes.
- We are working on a contract with TranSystems for our safety and security initiatives. Three areas have been identified: specifications for standard construction mechanisms, telephone communications specification and emergency notifications system specifications, and a common set of protocols for emergencies.
- The LBA draft audit results have been received and will be meeting with them tomorrow to review the findings. FY07 was audited which was the first audit in 10 years. After the meeting they will issue the final report. The report is then presented to the Fiscal Committee. Our Finance Committee will review the report as well.

C. Foundation Report

Foundation Chair Claudie Mahar reported as follows:

We ended Fiscal Year '08 at \$5.3 million. By the end of July, we went to up to \$5.4 million, then dropped down to \$5.2 million at the end of August. In August

we actually had market gains of \$6,450 but that was offset with \$492,456 in disbursements.

The bulk of the August disbursements were scholarships:

- American Automobile Association: \$11,000
- NASA: \$19,500
- Agnes Lindsay \$20,000
- UNIQUE Annual: \$444,625 – which was a payback to the System for scholarships that were awarded statewide in Fall '07 and Spring '08.

For the 2008 UNIQUE Annual scholarships the System awarded a total of 743 scholarships (fall and spring) to 458 students. That is an increase from 2007 where we gave out 530 awards to 332 students. The amount of the award went up too, from \$1,000 for a full-time student, to \$1,500. It is half of that for part-time students.

In September, we had \$246,000 in deposits and only \$9,000 paid out. I don't have a bottom line, total market value, yet for September, as I don't have the realized and unrealized gains in.

In the Foundation's portfolio, our current allocation is 53.1% equities, 35 % fixed, 11.9% cash.

Of the equities, we have 34.2% in U.S. Large Cap, 3.2% in U.S. Mid Cap, and .08% in U.S. Small Cap; 10.6% in International Developed and 50.7% in equity specials (mostly water shares and clean energy shares).

Fixed assets have performed the best year-to-date. Even with the current dip in the market, our yield on the portfolio – all asset categories combined -- since inception in 2003 is 5.47 percent.

Given the instability of the market, last Friday, the Finance and Investment Committee of the Foundation held a conference call with the Investment Advisors at Bank of America. As a result of the discussion with our advisors, we will begin to add some individual stocks to the portfolio; an issue which we have been discussing for about a year now. In the three banks that represent the strongest institutions: US Bankcorp, Wells Fargo, and JC Morgan, we have directed our Investment Managers to buy up to 1% at the appropriate time, looking at long term investment horizon. The bottom line is, we have to be patient, we don't have the best of news right now, but we think we are beginning to see the end game.

On another matter, we have started our annual Audit of the Foundation by an Independent Auditing firm. The Chair has appointed an Audit Committee (Matt Newland, Ch.; Thomas Garfield, Denis Maloney) who has met with the Auditors.

We are in the process of adopting an Audit Committee Charter which will be posted on the Foundation's website. As you may be aware, the IRS has greatly modified the 2008 Form 990 so that it requires more financial data as well as governance questions of the Board. Such things as a whistleblower policy and a document retention and destruction policy are now required so the Audit Committee is working on those.

On other matters, we have added one new Board Member to fill a vacancy created when Laura Simoes resigned. The new member is Brett St. Clair who is one of Laura's partners at Louis Karno Company, a communications firm located in Concord. Brett has stepped right up to the plate, agreeing to serve on our Dinner Committee.

A reminder, the Foundation's Annual Dinner will take place on November 17, 2008 at PSNH in Manchester at 5:00. We will be highlighting some of our scholarship recipients and thanking our donors. All of the Board of Trustees and the Presidents are invited, as are our major donors and some students. We are expecting about 100 guests and PSNH is generously providing us with the facility and the menu.

And finally, we have a slate of 13 officers proposed for the coming year but can add more at the Annual Meeting (up to 35). The Board Development Committee has concluded that the Foundation could use additional representation in the Seacoast, Conway, and Keene areas and we are currently taking names for new Board members from those areas.

Mr. Densmore noted that he was part of the conference call with the financial advisors and so far our portfolio has weathered the storm quite well.

D. Search Committee

Trustee Roy-Czyzowski indicated that we hired Isaacson Miller to conduct the search.

The Search Committee regrouped with the same members plus Chancellor Gustafson and President Edelstein. Their first meeting was held Tuesday with Michelle Cruz-Williams and Sean Farrell, who also met separately with Presidents and then the Senior System Office staff.

Ms. Roy-Czyzowski circulated a form requesting Board members submit names of possible candidates or possible sources.

Trustees Mallat and Densmore are also on the committee. It is planned to bring 3-5 candidates forward to the Board in early spring.

V. New Business

A. Board Retreat

The Board retreat will be held December 11-12 at a location to be identified. Ms. Roy-Czyzowski suggested board development and review of strategic planning goals as agenda topics.

Topics suggested: visioning, autonomy vs. system, dashboard metrics, workforce development, revisit strategic goals (how do you measure progress, what are our priorities), understanding the different generations, performance indicators, changing demographics of the state and how will that affect us.

ACTION: Trustee Roy-Czyzowski, Governance Committee, will send an email with suggestions and input for the retreat.

B. Board Standing Committee Attendance/Participation

Mr. Holloway expressed his concern with poor attendance at standing committee meetings.

ACTION: All were asked to review the committee list and identify areas of interest. We can reassign. Trustee Roy-Czyzowski and Marie Mills will develop a survey instrument and email Board members to respond to this request.

Discussion followed on ways to schedule these meetings: have a committee day once a month, schedule meetings before or after a regular monthly Board meeting, conference call meetings (this will have to be researched to ensure we meet legal requirements), schedule meeting dates for six months ahead.

Trustee Halias requested a half hour to do a presentation on the Clery Act (changes in the law) at the Board retreat.

VI. Non-Public Session

VOTE: The Board, on motion of Mr. Marcello seconded by Mr. Peterson, voted unanimously, by roll call vote, to conduct a non-public session for the purpose of discussing a legal issue, and noting that such a non-public session is authorized by RSA 91-A:3, II (a and e), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

The meeting moved to non-public session at 12:12 p.m.

The Board meeting reconvened at 12:25 p.m. Chair Holloway noted no votes were taken in non-public session.

VII. Other

No other item.

VII. Adjournment

The meeting adjourned at 12:25 p.m.

NEXT MEETING: November 6 Lakes Region Community College, Laconia

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor

COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
BOARD OF TRUSTEES
October 2, 2008
Non-Public Session

Members Present: Paul Holloway, Kim Trisciani, Harvey Hill, Walter Peterson, Robert Mallat, Ned Densmore, Connie Roy-Czyzowski, Ann Torr, Steve Guyer, Chelsea Henderson, Joshua Menard, William Marcello, Claudette Mahar, Amy Rice, Nicholas Halias, Robert Duhaime, and Richard Gustafson.

The non-public session was called to order at 12:14 p.m.

Discussion followed on a legal issue.

No votes were taken.

The non-public session adjourned at 12:25 p.m.

Respectfully submitted,

Marie Anne Mills,
Assistant to the Commissioner