



Board of Trustees Finance Committee

Thursday, March 16, 2023, 1:30pm – 3:00pm
NHTI – Concord's Community College, Grappone Hall 301

Attendees: Chair Alison Stebbins, Chief Operating Officer Scott Fields, Trustee Tricia H. Lucas, Trustee Nick Toumpas, MCC President Brian Bicknell, WMCC President Charles Lloyd,

Regrets: Trustee Todd Emmons, Trustee Robert Baines

Guests: RVCC President Alfred Williams IV, GBCC President Cheryl Lesser, Trustee Christopher Dodge, Trustee Deanna Jurius (Dee), Trustee Donnalee M. Lozeau, Trustee Edwin O. Smith, Trustee Gregory C. Eastman (Zoom 859-130), Trustee Heather Burwell, Trustee John C. Calhoun, Trustee John T. Stevens, Trustee Joseph Doiron, Trustee Katharine Bogle Shields, Trustee Kimberly Eckenrode, NCC President Lucille Jordan, Chancellor Mark Rubinstein, LRCC Interim President Patrick Cate, NHTI President Patrick Tompkins, Trustee Richard Ackerman, Trustee Sharon D. Harris, Trustee Stephen Appleby, Trustee Stephen J. Ellis, Trustee Will Cunningham, Director Ann-Marie Hartshorn, Chief Information Officer Barbara Spada, Director Beth Doiron, Director Jason Bishop, WMCC Vice President of Academic Affairs Kristen Miller, Director Matt Moore, Director Sara Sawyer, Executive Director Shannon Reid, Executive Director Tim Allison, GBCC CFO Tom Andruskevich, NHTI BAO Marsha Bourdon, MCC BAO Kelly Marr, LRCC BAO Adriana Komst, CAO RVCC Michelle Lockwood, CCSNH CFO John Harrington, MCC VPSA Megan Conn, Steve Fader

Meeting Minutes:

Chair Stebbins opened the meeting by recognizing former Board Chair Paul Holloway and some of his contributions to the CCSNH. She welcomed newly appointed Trustee Toumpas to the committee and asked him to share a little about his background.

Approval Items:

1. Approval of meeting minutes (Chair Stebbins)
 - a. President Lloyd motioned to approve the minutes from the December 15, 2022 committee meeting as presented, Trustee Lucas seconded the motion. Motion passed unanimously.
2. Approval to fund the retiree health care liability.
 - a. President Lloyd motioned to approve the transfer of \$10mm into an investment account to be used toward paying the current health insurance portion of the OPEB unfunded liability, Trustee Toumpas seconded. There was a lengthy conversation about the proposal following the motion.

The request to take \$10mm out of reserves and put it into an investment fund is based on a 20-year study that looked at our financial liability for retirement health care. Over the next 10 years colleges will see nominal increases, but

years 12-15 the costs increase exponentially. The funds would be invested with Fidelity and grow for 10-12 years; then those funds would be used to cover the difference between the nominal increases and the actual costs, keeping the annual combined costs to the colleges and the system office relatively flat over that period of time.

Chair Stebbins clarified that the funds would be in a specialized investment fund, however, if the situation were to change the Board would be able to make changes accordingly. Trustee Toumpas would like to memorialize the motion and the framework so that the future Board and senior leadership will understand what the fund is for and why it was set up the way it was.

Based on the conversation President Lloyd revised his motion to approve the transfer of \$10mm into a separate investment account for the sole purpose of funding the current funding the retiree health insurance portion of CCSNH's unfunded Other Post Employment Benefits liability, Trustee Toumpas seconded the motion. Motion passed unanimously.

3. Approval of River Valley Community Colleges request to supplement reserve request.
 - a. Chair Stebbins asked President Williams to present his campuses request to the committee.

President Williams described the need to request additional funds from his campus reserves to complete the renovation of two lab classrooms. The quotes were issued when they started to pursue this project in 2020. The project was delayed due to the pandemic and now the project cost has gone up. They would like to request an additional \$900,000.00 from their reserves to complete renovation of two lab classrooms that are in high demand. That request includes additional funds for asbestos abatement, they are still waiting for the quote but have done the testing already.

President Lloyd motioned to approve the request to allocate an additional \$900,000.00 from reserves to complete the renovation of two science labs, Trustee Toumpas seconded the motion. Motion passed unanimously.

Update Items:

1. Promise Program (Chancellor Rubinstein)
 - a. Chancellor Rubinstein presented the Promise Program to the Board of Trustees. This program would cover the difference for Pell eligible students between what Pell awards them and the actual cost of their tuition and enrollment fee. The cost to CCSNH, based on consistent profile of students and stable enrollment patterns, would be approximately \$2.05MM, If the economic profile of students remained stable, but the program resulted in increased enrollment to full-time status for each student, the cost would increase to approximately \$3.1MM, but the additional enrollment-generated



revenue would approach \$2.4MM. Net of instructional expenses and other student services, this would conceivably cost less than the first illustration.

There was an extensive conversation about the benefits of the program and the committee members and guests were excited about the possibility of the Promise Program. Trustee Lucas asked Director Reid to let the Board members know if they should be making calls to talk about this program and asked her to send out a list of talking points for the Trustees.

Chancellor Rubinstein will be working on putting something together to present to the full Board at the April meeting.

2. Enrollment Update

- a. Data related to spring enrollments and a full year-to-date summary were provided to the Committee. Enrollment for the spring semester, as of March 9th (excluding dual enrollment students), is down -3.85% from budget, across the System; whereas the year-to-date enrollment totals are down -4.63%. The aggregated revenue of ~\$1.8mm in tuition closely mirrors the forecasts provided to the Finance Committee in December.

3. FY24 Budget Submission

- a. The Committee was provided an updated timeline related to when the full FY24 budget will be presented for review. Changes to the original timeline were necessary to map the deliverables to the updated Board Committee schedule that was approved early in 2023. At present, the System Office Finance team is working to coordinate a possible off-cycle meeting for May.

4. Future Funding

- a. A slate of impending Congressionally Directed Spending grants was presented to the Committee to make them aware of these new funding sources. Three grants were submitted to Sen. Shaheen (NHTI, NCC, LRCC), one was submitted to Rep. Kuster (RVCC) and one through Rep. Pappas (MCC).

5. Discussion Item:

Chair Stebbins made note that over the next year the Finance Committee will be interested in having further conversations around shared services being front and center. President Lloyd motioned to adjourn the meeting, and Trustee Toumpas seconded the motion. Meeting adjourned at 3:20pm.

Respectfully submitted,

Cassandra Hoefs
Executive Assistant to the Chancellor and the Board of Trustees