



## Community College System of New Hampshire Board of Trustees

Thursday, December 18, 2025 - 9:00am

NHTI - Concord's Community College | Grappone Hall room 106

**Present:** Chair Katharine Bogle Shields, Trustee Edwin O. Smith, Trustee Christopher Dodge, Trustee Donnalee M. Lozeau, Trustee Gregory C. Eastman, Trustee Dennis Tappin, Trustee Nick Toumpas, Trustee Richard Ackerman, Trustee Tricia H. Lucas, Trustee Will Cunningham, Trustee John T. Stevens, Trustee Tiffany Eddy, Trustee Pharra Duguay, Trustee Kaylee Felix, Trustee Alison Stebbins (Zoom), Assistant John Callaghan, Director Joseph Doiron, Legal Coordinator Sarah Morrissey, President Alfred Williams IV (RVCC), President James Keane (NCC), President Patrick Cate (LRCC), President Sarmad Saman (WMCC), President Cheryl Lesser (GBCC), President Patrick Tompkins (NHTI), President Paul Beaudin (MCC), Chancellor Mark Rubinstein, Vice Chancellor Charles Lloyd

**Regrets:** Trustee Geoffrey Kennedy, Trustee Sharon D. Harris, Trustee Matt Mayberry, Director Stephen Appleby

**Guests:** Katharine Balukas, and Jocelyn Bednarski of BerryDunn

### Meeting Minutes:

Chair Shields called the meeting to order at 9:05am and a roll call attendance was taken. Chair Shields announced that this was Director Sara Sawyers' last Board meeting and thanked her for her years of service to CCSNH.

**Topic:** Audit Review with Katharine Balukas, and Jocelyn Bednarski of BerryDunn

**Discussion:** Trustee Stebbins confirmed with Chancellor Rubinstein and management team that they were aware of and good with what was written in the report. Controller Harrington pointed out that while we received an unmodified audit there were 2 flagged items - both have been resolved.

**Vote:** Trustee Dodge motioned to accept the audit as presented. Trustee Toumpas seconded the motion. Motion carried unanimously via roll call vote.

**Topic:** Board Policy 300 - Human Resources Revision

**Discussion:** Director Sawyer and Director Bishop went over the highlights of the changes to the policy. There was a brief discussion about how aligning and strengthening our safety and security practices and procedures is beneficial and appreciated.

**Vote:** Trustee Lozeau motioned to accept revisions presented. Trustee Smith seconded the motion. Motion carried unanimously via roll call vote.

Chancellor Rubinstein honored the 1-year anniversary of the passing of President Emeritus Lucille Jordan. He also recognized Trustee Lozeau being recognized by the Governor for her years of service to the state of NH. The final recognition went to the Stebbins Family as they will be awarded the Walter Peterson Award this year.

With no further business the meeting adjourned at 9:45am.

Respectfully submitted,

Cassandra A. Hoefs

Executive Assistant to the Chancellor and the Board of Trustees