Board of Trustees Assets and Resources Committee
NHTI – Concord's Community College, Grappone Hall 106

Attendees: Committee Chair Trustee Gregory C. Eastman, Trustee Richard Ackerman, Trustee Matt Mayberry, Trustee Dennis Tappin, Trustee Geoffrey Kennedy, Trustee Chris Dodge and LRCC President Patrick Cate, WMCC President Sarmad Samam, Chief Information Officer Barbara Spada, Director Veronica Thibodeau Carter, Executive Director Shannon Reid, Director Sara Sawyer

Meeting Minutes:

Committee Chair Eastman called the meeting to order at 11:38am.

Approval Items:

1. Trustee Ackerman motioned to approve the meeting minutes from 9/18/2025 and 10/16/2025 as presented. Trustee Tappin seconded the motion; motion carried unanimously.
2. Trustee Kennedy motioned to approve sending the Lakes Region Community College's (*LRCC*) Strategic Plan to the Board of Trustees. Trustee Tappin seconded the motion; motion carried unanimously.
3. Trustee Mayberry motioned to request the Chancellor, and the administration develop a strategic plan to optimize all system business operations and present to the committee in March and to the full board in April. Trustee Kennedy seconded the motion. Motion carried with 3 in favor and 1 opposing.

Discussion Items:

1. A proposal was made to start a Real Estate Foundation, which would include experts in their field on developers, land, and contractors. Creating a Real Estate Foundation would potentially help with housing issues for students across the state, including LRCC, who currently is working with local agencies to find a solution for their long waitlist. Chancellor Rubinstein suggested the committee continue doing due diligence on the topic.
2. Director Carter is working with each campus to create a list of critical items that need maintenance within the next 2-6 years to help manage what items are reaching their end of lifecycle.
3. Director Sawyer provided an update on Human Resources (HR). Reminder that IT and Financial Aid have consolidated. HR director at each location meets monthly as a group and has been discussing Professional Development, career pathways, training, and managing benefits.
4. CIO Spada discussed that as technology changes, we need to think about what we want our Business Systems to look like in 5-10 years. How we want it to look and how to use technology to support moving forward. Trustee Mayberry would like to see a defined direction of where this will go. Trustee Dodge wants to see a plan prior to

26 College Drive, Concord, NH 03301-7407
Phone (603) 230-3500 I (800) 247-3420 I TDD Access: relay NH (800) 735-2964 I Fax (603) 271-2725
www.ccsnh.edu

voting but CIO Spada needs a vote to further the discussion with the Senior Leadership Team.

5. Executive Director Reid went over the spreadsheet that has been created for upcoming projects in order to separate items by Biennium for the state. This will show the long-term planning that CCSNH is doing.

Meeting Adjourned at 12:48pm.

Respectfully submitted,

Hayley Hawksley
Administrative Assistant