

MASSACHUSETTS BAY COMMUNITY COLLEGE BOARD OF TRUSTEES

Minutes of the June 9, 2026, Board Finance & Administration Committee meeting
Webex Meeting –

Committee members participating: Matthew Kahn, Committee Chair; Ilissa Povich, Board Chair; Karen Williams, Trustee.

Staff members participating: David Podell, President; Marcus Edward, Vice President for Finance & Administration; Courtney Jackson, Vice President for Academic Affairs and Provost; Mike Lyons, Assistant Vice President and Chief Information Officer; Henry Lopez, Director of End User Services; Dan Pace, Assistant Vice President for Human Resources and Payroll; Deborah Grady, Executive Assistant for Finance & Administration.

Call to Order and Introductions

Committee Chair Matthew Kahn called the meeting to order at 8:02 a.m.

Approval of Prior Meeting Minutes *(Item 1)*.

The Chair asked for the review of the prior committee meeting minutes and called for a motion.

MOTION: Trustee Williams made the motion to approve the minutes of the May 19, 2026, Board of Trustees Finance & Administration Committee meeting as presented. Trustee Povich seconded. Motion passed.

ROLL CALL:

Matthew Kahn YES; Ilissa Povich YES; Karen Williams YES.

FINANCE ITEMS

Investments, Cash, & Student Accounts Receivable Comparison Reports *(Item 3)*

Vice President Edward presented the report that, as of May 31, 2026, the report reflected an investment balance of \$36.7M. It was noted the current balance has decreased to \$35.7M.

Total cash is \$7.6M as of May 31, 2026.

Student Accounts Receivable was \$5.3M as of May 31, 2026.

Cash & Investment Comparison by Month *(Item 4)*

A chart showing the monthly cash balances over the last five years was provided to the Committee.

Kitchen Renovation Updates *(Item 5)*

Vice President Edward updated the Committee on the Kitchen Renovation Project, which will have a final inspection tomorrow. The current expense is \$3.1M. It is expected the final cost will come in at \$4.2M.

Contracts Report

Vice President Edward presented the Contracts Report which reflected \$161K for fire pump replacement funded by the state.

ACTION ITEM: Fee Increase

President David Podell and Vice President Marcus Edward presented a proposal regarding updates to the College's fee schedule of \$100 for Sonography and \$62 for the Medical Assistant Program. A brief discussion followed regarding the reasoning for the Sonography charge.

MOTION: Trustee Povich moved to approve the updated fees for the Sonography and Medical Assistant programs, as outlined in the memorandum to the Board, and to recommend approval of the College's fee schedule to the full Board of Trustees. Trustee Williams seconded the motion. Motion passed.

ROLL CALL:

Matthew Kahn YES; Ilissa Povich YES; Karen Williams YES.

PERSONNEL ITEMS

Personnel Actions Report *(Item 8)*

Assistant Vice President Dan Pace presented the report to the Committee, noting one new employee and one employee in a new role.

Recruitment Report *(Item 9)*

The recruitment report showed 7 open positions (4 staff, 3 faculty).

Mr. Pace reported that the new Chief of Police is scheduled to begin on Monday, June 15. President Podell will introduce Chief Robert Stephanian at the Board Meeting on June 16, 2026.

It was noted that the Nursing department will be fully staffed in the Fall, and two finalists are being interviewed for the Cybersecurity Program.

ADJOURNMENT

MOTION: Trustee Williams moved to adjourn the meeting, seconded by Trustee Povich.

ROLL CALL:

YES; Matthew Kahn YES; Ilissa Povich YES; Karen Williams YES.

Chair Kahn adjourned the meeting at 8:18 a.m.



Matthew Kahn

Date

Committee Chair

Board of Trustees

9/14/2026



9/14/2026

Date

David Podell

President

Massachusetts Bay Community College