



( APPROVED )

BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING  
August 26, 2025

**CONVENING**

A regular meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, August 26, 2025 in person. Chair Bowen called the meeting to order at 4:31PM. Heather Seely noted that a quorum was present.

PRESENT: Chair Bowen; Trustees: Chacon, Cuyler, Hughes, Gonzales, Kiely, Myers, and Student Trustee Reyes, Rivers Murphy, Vrabel  
ABSENT: Zaffanella  
ALSO PRESENT: BCC President, Ellen Kennedy; Vice President for Students Affairs & Enrollment Management, Adam Klepetar; Vice President for Administration & Finance, Christina Wynn; Vice President of Academic Affairs, Laurie Gordy; Assistant to the President, Heather Seely  
Additionally, J. Sykes, R. Wehry  
Media: PCTV

Chair Bowen opened the meeting, thanking members for being present and asking D. Gonzalez to introduce new board members Julie Fallon Hughes and Student Trustee Victor Reyes.

**APPROVAL OF THE MINUTES**

*Upon a motion made by J. Cuyler and seconded by M. Myers it was VOTED to approve the minutes of the June 17, 2025, meeting.*

**PRESIDENT'S REPORT**

Klepetar noted that applications are up for fall semester, 19% for headcount and credits are up 16% as of this date with a week before classes start. Will provide updated information later in semester. It was noted that 1 credit equals 1 hour of teaching time with most classes being three credits. Twelve credits equate to full-time students and with MassEducate and MA ReConnect eligibility is minimum of six credits. We have seen an increase in summer enrollment, with a lot of those in summer courses being our own students.

Gordy notes that BCC currently has over twenty DHE approved certificates which are 30 credits, many of which were established to meet community needs. These certificates offer opportunities for career enhancement; a skills boost and are stackable to an associate's degree.

Wehry noted that the most recent Impact Report is available and pleased to report that giving is up 44% thankful for a gift match from a donor and state endowment match. We are seeing donors giving a little bit more and recurring giving. Philanthropy in action is that we awarded \$400,000 in scholarships this year, the 40 Under Forty raised \$20,000 for workforce development and the Harvest Run raised funds for the Nursing & Allied Health Programs. We continue to focus on current donors while looking to add and build the donor pool. Community Fest on August 23 to mark 65 years of BCC was a great event to bring over 2,000 folks to campus to show off what has changed and what's happening on outer West St.

Kennedy and Wynn provided an update on construction projects with the library, noting that since it was built with two of four walls in the ground there have been longstanding concerns with dampness and water, which ultimately led to discovery of black mold which has been remedied. Current renovations cost approximately \$2.6 million including HVAC, roof and ADA restrooms. In the process of reopening the building it was discovered that books held in off-site storage had book lice. We were able to remove the small number of

books that had arrived back to campus and remedy the situation in building. We will not be returning the books to the library and will be using this opportunity to rebuild the collection with intention of what is needed. We had several years of new acquisitions on campus that will return and will secure copies of textbooks that are used by students. We have a lot in digital format which started occurring during the pandemic. An Advisory Council will work with the Dean and staff to build the library back and think of what is needed in the next 5-10 years.

#### **FOUNDATION BOARD REPORT**

L. Kiely noted that the FY26 Foundation budget was approved with a \$650,000 donations goal for the Development Office. Additionally, Board approved \$20,000 for purchasing and installing a structure to create a dedicated space for the library archives. The Foundation Board noted healthy investment performance, with returns covering annual scholarship draws.

#### **STUDENT TRUSTEE REPORT**

No Report

#### **ALUMNI TRUSTEE REPORT**

M. Myers reported they alumni continue to raise funds for an endowed scholarship and hope to offer a second scholarship soon. Alumni Association is hosting a bingo event at Hot Plate in Pittsfield on October 22.

#### **SUBCOMMITTEE REPORTS**

**Finance and Audit Committee:** No Report

**Student Success Committee:** No Report

**Governance and Nominating Executive:** D. Gonzalez noted as introduced we have two new members. If you have names of folks that you believe might be interested in serving on the board to please share that information with D. Gonzalez, J. Bowen, or E. Kennedy.

**Executive Committee:** No Report

#### **ADMINISTRATIVE ACTIONS**

E. Kennedy presented personnel actions for the period of June 17, 2025, to August 25, 2025 (attached).

*Upon a motion, duly made by M. Myers, and seconded by L. Kiely, it was VOTED unanimously to approve the personnel actions as presented.*

#### **ADJOURNMENT**

The meeting was adjourned at 5:45pm with motion by M. Myers and seconded by D. Gonzalez and was VOTED unanimously. The next regular scheduled meeting will be held on October 28, 2025

DATE:

Respectfully submitted,

---

Heather Seely

Approved:

---

Julie Bowen, Board Chair

*Berkshire Community College*  
**Personnel Actions for the Period:**  
*June 17, 2025 - August 25, 2025*

| NAME                                                | EFFECTIVE DATES | TITLE                                                       |
|-----------------------------------------------------|-----------------|-------------------------------------------------------------|
| <b><u>Appointment - AFSCME</u></b>                  |                 |                                                             |
| Jarrell Mungin                                      | July 21, 2025   | Maintainer I                                                |
| <b><u>Appointment - MCCC Unit Professionals</u></b> |                 |                                                             |
| Moiria Buhr                                         | August 11, 2025 | Financial Aid Counselor                                     |
| <b><u>Appointment - Non-unit Professionals</u></b>  |                 |                                                             |
| Akinyemi Blackshear                                 | July 14, 2025   | Assistant Director of Marketing and Communications          |
| <b><u>Appointment - Full Time Faculty</u></b>       |                 |                                                             |
| Alexia Trainor                                      | August 27, 2025 | Assistant Professor of Culinary Arts                        |
| <b><u>Change of Position</u></b>                    |                 |                                                             |
| Addie VanDeurzen                                    | June 30, 2025   | Senior Manager, Bridge to College                           |
| Sarah Ryndak                                        | July 27, 2025   | Manager of Recruitment, Engagement and Training             |
| Toni Buckley                                        | July 27, 2025   | Director of Mission, Values and Community Impact            |
| Rae Langsdale                                       | August 18, 2025 | Administrative Assistant I - Osher Lifelong Learning (OLLI) |
| Erica Telle                                         | August 27, 2025 | Assistant Professor of Biology                              |