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**MASSACHUSETTS BAY COMMUNITY COLLEGE  
BYLAWS COMMITTEE MEETING  
FEBRUARY 23, 2021**

**7:30 AM**

by Webex and Facebook Livestream on [www.massbay.edu](http://www.massbay.edu)

**MINUTES**

**Trustees Present:** Tim Clifford, Tom Peisch, Diane Schmalensee

**Staff Present:** Karen Britton, Executive Director, Office of the President; Jeremy Solomon, Assistant Vice President for Institutional Advancement, Marketing, and Communications

**Call to Order and Establishment of Quorum**

Committee Chair Clifford called the meeting to order and established that a quorum was present.

**Approval of February 18, 2021 Meeting Minutes**

Chair Peisch moved to approve the minutes of the February 18, 2021, meeting, and Trustee Schmalensee seconded. The motion passed via the following roll call vote: Trustee Clifford – YES; Trustee Peisch – YES; Trustee Schmalensee – YES.

**Review of Updated MassBay Community College's Bylaws**

Trustee Schmalensee moved to approve the updated Bylaws including edits to the Conflict of Interest section, and Chair Peisch seconded. The motion passed via the following roll call vote: Trustee Clifford – YES; Trustee Peisch – YES; Trustee Schmalensee – YES.

The Bylaws will be included in the March 2, 2021, Full Board meeting binder and voted on at the April 6, 2021, Full Board meeting. Committee Chair Clifford thanked committee members and Executive Director Britton, and Chair Peisch commended Committee Chair Clifford.

**Adjournment**

Chair Peisch moved to adjourn meeting, and Trustee Schmalensee seconded. The motion passed via the following roll call vote: Trustee Clifford – YES; Trustee Peisch – YES; Trustee Schmalensee – YES.

The meeting adjourned at 7:45 am.

A handwritten signature in black ink, appearing to read "Tim Clifford". The signature is written in a cursive style with a long, sweeping horizontal stroke at the beginning. A horizontal line is drawn across the page directly beneath the signature.

Tim Clifford, Trustee  
Bylaws Committee Chair