



**Meeting of the Council on Postsecondary Education  
Finance and Facilities Committee  
Wednesday, April 9, 2025, 5:00 PM  
Rhode Island Nursing Education Center  
350 Eddy Street, Providence, RI, Room 325**

**Meeting Minutes**

Chair Dennis Duffy called the meeting to order at 5:20 PM and acknowledged that a quorum was present.

**Finance & Facilities Committee members present:**

Dennis Duffy, Chair, Finance & Facilities Committee  
Thomas Izzo  
Marcy Reyes

**Rhode Island Office of the Postsecondary Commissioner (OPC) staff present:**

Zachary Saul, Chief Financial Officer  
Ronald Cavallaro, General Counsel

**Rhode Island College participants (RIC):**

Sara Enright, Interim Vice President for Finance & Administration/CFO  
Kevin Fitta, Assistant Vice President for Administration

**Community College of Rhode Island participants (CCRI):**

Amy Kempe, Senior Advisor to the President & Chief of Staff

**1. Acceptance of the Agenda**

Chair Duffy called for a motion that the Finance & Facilities Committee accept the agenda for the meeting of April 9, 2025.

On a motion made by Thomas Izzo and seconded by Marcy Reyes, it was:

VOTED:	THAT	The Finance and Facilities Committee accept the agenda for the meeting of April 9, 2025.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

**2. Approval of the Minutes from December 11, 2024 Meeting**

Chair Duffy asked for a motion to approve the minutes from the December 11, 2024 meeting.

On a motion duly made by Thomas Izzo and seconded by Marcy Reyes, it was:

VOTED:	THAT	The Finance and Facilities Committee accept the minutes for the meeting of December 11, 2024.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

**3. Action Items**

- A. Approval of the recommendation to the Council on Postsecondary Education for its approval of the First Amendment to the Facilities Use and License Agreement by and among the Community College of Rhode Island, its governing board, the Rhode Island Council on Postsecondary Education, and the Boys & Girls Clubs of Newport County for the exclusive use and non-exclusive use of space at the Community College of Rhode Island Newport County Campus Building in Newport, Rhode Island. Chair Duffy introduced the item and called upon OPC's Chief Financial Officer Zachary Saul. Mr. Saul provided the Committee with background information on the original Facilities Use and License Agreement between CCRI and the Boys & Girls Clubs of Newport County and a brief overview of the First Amendment to the Facilities Use and License Agreement. CCRI Chief of Staff Amy Kempe provided additional details pertaining to the relationship between CCRI and the Boys & Girls Clubs. The Club is seeking to extend the Agreement for fourteen months while their primary location continues to be renovated. Chair Duffy requested General Counsel Ronald Cavallaro to provide confirmation that the Facilities Use and License Agreement is the same format that has been used for previous agreements. General Counsel Cavallaro confirmed he drafted the agreement using the same format. Committee member Reyes raised concerns about the amount of the monthly license fee and whether it was adequate to cover CCRI's operating costs. Ms. Kempe informed the Committee that the monthly fee was agreed upon by all parties and that CCRI was willing to provide a reduced fee to maintain the relationship and be a community partner. Committee member Izzo affirmed that the goodwill gained from leasing this space to a non-profit organization of this nature can outweigh loss of revenue.

On a motion duly made by Thomas Izzo and seconded by Marcy Reyes, it was:

VOTED:	THAT	The Finance and Facilities Committee approve the recommendation to the Council on Postsecondary Education for its approval of the First Amendment to the Facilities Use and License Agreement by and among the Community College of Rhode Island, its governing board, the Rhode Island Council on Postsecondary Education, and the Boys & Girls Clubs of Newport County for the exclusive use and non-exclusive use of space at the Community College of Rhode Island Newport County Campus Building in Newport, Rhode Island.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative

YEAS: Dennis Duffy, Thomas Izzo, and Marcy Reyes  
NAYS: 0  
ABSTAINS: 0

- B. Approval of the recommendation to the Council on Postsecondary Education for its approval of the Facilities Use and License Agreement by and among the Community College of Rhode Island, its governing board, the Rhode Island Council on Postsecondary Education, and the RI Hospitality Education Foundation for the non-exclusive use of space at the Community College of Rhode Island Newport County Campus Building in Newport, Rhode Island.

Chair Duffy introduced the item and called upon OPC's Chief Financial Officer Zachary Saul. Mr. Saul provided the Committee with an overview of the Facilities Use and License Agreement between CCRI and the RI Hospitality Education Foundation (RIHEF). Committee member Reyes was concerned with the Community College not charging a license fee for the term of the agreement. Ms. Kempe explained that CCRI decided to waive the license fee because RIHEF is a strategic partner providing training in the hospitality and food service industries that are offered by CCRI. RIHEF has an extensive network of chefs and other food service professionals that develop their curriculum and training programs. Having the training conducted in the building can be a potential pathway for students in Newport County considering to further their education. Ms. Kempe also informed the Committee that CCRI will monitor the progress of RIHEF during the term of the agreement and may consider a fee in future agreements.

On a motion duly made by Marcy Reyes and seconded by Thomas Izzo, it was:

VOTED: THAT

VOTE: The Finance and Facilities Committee approve the recommendation to the Council on Postsecondary Education for its approval of the Facilities Funding Agreement by and among the Community College of Rhode Island, its governing board, the Rhode Island Council on Postsecondary Education, and the RI Hospitality Education Foundation for the non-exclusive use of space at the Community College of Rhode Island Newport County Campus Building in Newport, Rhode Island.

YEAS:

NAYS:

ABSTAINS: 0 members voted in the affirmative and 0 members voted in the negative

Dennis Duffy, Thomas Izzo, and Marcy Reyes

0

**4. Executive Session**

Chair Duffy called for a motion that the Finance & Facilities Committee enter executive session for the following:

- A. Discussions regarding the potential lease of real property for public purposes, pursuant to R.I.G.L. §42-46-5(a)(5).

On a motion duly made by Thomas Izzo and seconded by Marcy Reyes , it was:

VOTED:	THAT	The Finance and Facilities Committee enter into Executive Session for the following:  Discussions regarding the potential lease of real property for public purposes, pursuant to R.I.G.L. §42-46-5(a)(5).
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

The Committee entered Executive Session at 5:39 PM  
The Committee reconvened in Open Session at 7:19 PM

Chair Duffy called for a motion that the Finance & Facilities Committee seal the minutes of the Executive Session held on April 9, 2025.

On a motion duly made by Thomas Izzo and seconded by Marcy Reyes it was:

VOTED:	THAT	The Finance and Facilities Committee seal the minutes of the Executive Session held on April 9, 2025.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

**5. Adjourn**

Chair Duffy asked for a motion to adjourn the meeting.

On a motion duly made by Thomas Izzo and seconded by Marcy Reyes, it was:

VOTED:	THAT	The Finance and Facilities Committee adjourn the meeting of April 9, 2025.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

The meeting adjourned at 7:20 PM.