

SEEM Collaborative Board of Directors Meeting

SEEM Administrative Office

92 Montvale Avenue, Suite 3500

Stoneham, MA. 02180

Tuesday, December 12, 2023, 9:00 a.m.

AGENDA

Members of the public who would like to access can join via the following zoom link:

<https://us02web.zoom.us/j/87920638423?pwd=alE5YmhXYVRHUEJ1ZDcvWnl5UTQrdz>

- A. Call to Order & Welcome, Dr. Patrick Daly
- B. Public Comment
- C. Approval of the Consent Agenda - **Action Needed**
 - a. General Session Minutes - 10/17/23
 - b. Personnel Report
- D. Administrative and Committee Reports
 - a. Executive Directors Report
 - b. Financial Update – Mr. Greg Zammuto – **Action Needed**
 - i. Enrollment Report as of 11/30/23
 - ii. Revenue and Expense Projections as of 11/30/23
 - iii. Budget to Actual as of 11/30/23
- E. New Business
 - a. Draft Report of the FY23 Audited Financials – Fritz Deguglielmo LLC. – **Action Needed**
 - b. FY25 Draft Budget Proposal – First reading
 - c. Draft 2022-2023 Draft Annual Report – **Action Needed**
- A. Old Business
 - a. No old business
- F. Other Business Brought Before the Board
- G. Future Meeting Dates and Agenda Items
- H. Adjournment

Future Meeting Dates:

Tuesdays @ 9AM: 1/23/24, 2/27/24 (tentative), 3/26/24, 5/14/24