



Challenge. Create. Connect.

JUNE 17, 2019

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, June 17, 2019, at 5:00 p.m.** in the Board room, Thomas Hall, of Colby Community College, Colby, Kansas. Items of business on the agenda include the following:

I.Open Meeting

II.Introductions

III.Approval of the Consent Agenda

- A. Minutes of May 20, 2019
- B. Agreements and Contracts
- C. Resolution #11 (as presented in the finance packet)

IV.Business

- A. Old Business
- B. Budget Revision Approval
- C. CD Rate Evaluation
- D. Citizen's Health MOA
- E. Dry Wall Bids (Ferguson Hall)
- F. Edukan Audit Review and Approval
- G. Flooring Bids (Ferguson Hall)
- H. GCCC-Fire Science MOU
- I. Resignations
- J. Executive Session
 - a. Action if Necessary

V.Foundation Update

VI.Reports

- A. Reports from administrators
 - 1. Dr. George McNulty, Student Affairs
 - 2. Brad Bennett, Academic Affairs
 - 3. Carolyn Kasdorf, Business Affairs
 - 4. Doug Johnson, Public Information
 - 5. Mike Saddler, Athletics
 - 6. President's Report

VII.Reports and Comments

- A. Comments from Trustees
- B. Other Items

VIII.Adjournment

Sincerely,
Seth Macon Carter
President

CCC Mission: *Challenge students to adapt to a diverse society. Create opportunities for student growth. Connect student learning with professional experiences.*

I. CALL TO ORDER:

The Regular board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in the Board Room in Thomas Hall on June 17, 2019, at 5:00 p.m.

MEMBERS PRESENT:

Kenton Krehbiel, Carolyn Armstrong, Arlen Leiker, Quintin Flanagin Linda Vaughn, Audrey Hines and Dr. Seth Carter.

MEMBERS ABSENT:

None

OTHERS PRESENT:

Brad Bennett, Vice President of Academic Affairs; Carolyn Kasdorf, Vice President of Business Affairs; Dr. George McNulty, Vice President of Student Affairs. Chriss Ellison recorded the minutes of the meeting.

CALL MEETING TO ORDER

II. INTRODUCTIONS:

Nikol Nolan, Executive Director of Student Affairs, Mike Saddler, Athletic Director, Doug Johnson, Public Information Director, and Sloan Southland, *Colby Free Press*.

III. APPROVAL OF THE CONSENT AGENDA:

Audrey Hines made a motion to approve the revised consent agenda as given to the Board of Trustees before the meeting. Arlen Leiker seconded the motion; the motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS:

The meeting minutes for the May 20, 2019, Board of Trustee meeting should be revised to include board member Linda Vaughn as a Member Present. A motion was made by Quintin Flanagin to approve the corrected meeting minutes. Arlen Leiker seconded; motion passed unanimously. There has been confusion as to the Finance Committee members. Linda Vaughn and Quintin Flanagin are the current committee members.

B. BUDGET REVISION APPROVAL:

The meeting was opened for a Public Hearing on the Budget Revision approval that was posted. With no comments from the public, the public hearing was closed. Carolyn Armstrong made a motion to close the hearing; Quintin Flanagin seconded the motion; the motion carried unanimously.

C. CERTIFICATES OF DEPOSITS:

A matrix of the Certificates of Deposits (C.D.) was presented for the board's discussion. The recommendations of C.D.s in the amount of \$500,000 were made for Adams Bank & Trust, Farmers Bank & Trust, Western State Bank, and People's State Bank. A C.D. in the amount of \$1,000,000 was recommended for F & M Bank. A motion to approve the purchase of the C.D.s was made by Carolyn Armstrong. Linda Vaughn seconded the motion; the motion passed unanimously.

- D. CITIZENS HEALTH M.O.A.:** A one-year agreement between Citizens Health and the College was presented. This agreement outlines instructional and educational services between the two entities. The agreement also provides Citizens Health as the main source of clinicals for nursing students and the College will reserve five spots in the Associate Degree of Nursing (A.D.N.) program for Citizens Health employees. A motion was made by Audrey Hines to accept the agreement. Arlen Leiker seconded the motion; the motion passed unanimously.
- E. COLLECTION REPORT:**
The collections report was presented for discussion. Quintin Flanagin made a motion to accept the report with 69 students being sent to collections for a total of \$96,051.05. Carolyn Armstrong seconded the motion; the motion passed unanimously. A motion was made by Carolyn Armstrong to approve the write-off of \$5,909.80. Quintin Flanagin seconded the motion; the motion passed unanimously.
- F. DISPOSITION OF SURPLUS:**
The Veterinary Nursing department requested disposition of an ultrasonic cleaner and an automatic processor. A motion to approve the disposition of surplus was made by Quintin Flanagin. Linda Vaughn seconded the motion; the motion passed unanimously.
- G. FERGUSON HALL – CARPET REPLACEMENT:**
The Ferguson Hall carpet bids were presented. Recommendations were for Office Works to be the vendor for the athletic offices, the radio office area, and room 504. Northwest Kansas Decorating Center was recommended as the vendor for the center offices and rooms 506 and 507. A motion was made by Linda Vaughn to accept the carpet bids as presented. Carolyn Armstrong seconded the motion; the motion passed unanimously with Quintin Flanagin abstaining.
- H. FERGUSON HALL – DRYWALL AND MILL REPLACEMENT:**
A Vendor Evaluation Matrix was presented for drywall and millwork for Ferguson Hall with the recommendation to accept the bid from Stephens Construction in the amount of \$144,750. A motion was made by Audrey Hines to accept the bid from Stephen's Construction. Arlen Leiker seconded the motion; the motion passed unanimously.
- I. EDUKAN AUDIT REVIEW AND APPROVAL:**
The Edukan Audit Report was presented for the board's review. EduKan was cited for some of the same deficiencies as in the past. A motion was made by Carolyn Armstrong to approve the audit as presented. Audrey Hines seconded the motion; the motion carried unanimously.
- J. GCCC-FIRE SCIENCE MOU:**
Garden City Community College (GCCC) will partner with the Colby Public Schools for this program. The College accepts this program as a reciprocal agreement with GCCC. Audrey Hines made a motion to accept the GCCC-Fire Science MOU. Linda Vaughn seconded the motion; the motion passed unanimously.
- K. RESIGNATIONS:**
Resignations were presented for Lynn Cameron, maintenance; Rusty Grafel, men's basketball coach; Griselda Garcia-Lira, allied health; and Dr. Kent McCuiston, P.T.A. Quinton Flanagin made a motion to accept the resignations. Carolyn Armstrong seconded the motion; the motion passed unanimously.
- L. CLINICAL AGREEMENT MOU:**

This Clinical Agreement is to inform the board of a name change with the facility. No other sections of the agreement have changed. Audrey Hines made a motion to accept the agreement with the name change. Arlen Leiker seconded the motion; the motion passed unanimously.

M. EXECUTIVE SESSION FOR NON-ELECTED PERSONNEL:

The board of trustees went into executive session at 5:28 p.m. for 30 minutes. At 5:58, p.m., the board requested 15 more minutes. The meeting reconvened in open session at 6:13 p.m. No action was taken by the board.

V. FOUNDATION UPDATE:

Dr. Seth Carter presented information because of Endowment Foundation Director Jennifer Schoenfeld's absence. The Foundation exceeded its established growth rate of 4% with increases in contributions and fund-raised dollars. Twenty-five percent of the College's employees gave or pledged funds through payroll deductions. New goals and a revised strategic plan have been established. The Foundation is planning a reception and alumni reunion in honor of former cross country and track coach Kirk Hunter on July 20, 2019, to celebrate his induction into the NJCAA Hall of Fame.

VI. REPORTS:

A. REPORTS FROM ADMINISTRATORS:

1. Dr. George McNulty shared that the Student Affairs office was in excellent shape with his departure. He thanked everyone for their support during his service at the College.
2. Brad Bennett discussed the challenges in recruiting an economics/accounting instructor. He is working on the math curriculum redesign to reduce barriers for math students. The redesign will be similar to the English department redesign.
3. Carolyn Kasdorf reported that all cash accounts were reconciled except for the General fund. June 30 will be the fiscal year end; the financial audit will be in September; the bookstore and farm will be audited by Adams, Brown, Beran, and Ball; and the bookstore conversion will start the last week of June.
4. Doug Johnson will be sending letters to prospective underwriters for the college radio station.
5. Mike Saddler presented data on the excellent academic achievements of the College's athletes. Interviews for the head men's basketball coach position would start the week of June 24, and he hoped to have 3-5 candidates for consideration.
6. President Carter shared that the work in Ferguson Hall was ahead of schedule. President Carter and Vice President Brad Bennett would be attending the KBOR meeting in Topeka June 18-19. President Carter and Arlen Leiker attended the Kansas Association of Community College Trustees (KACCT) meeting and thought it was very productive.

VII. REPORTS AND COMMENTS:

The trustees thanked Dr. George McNulty for his years of service and wished him well in his new position. September 13 and 14, 2019, is the next KACCT meeting and Arlen Leiker and President Carter plan to attend.

VIII. ADJOURNMENT:

Quintin Flanagan made a motion to adjourn; Audrey Hines seconded the motion; the motion passed unanimously. The meeting ended at 6:41 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary