



Challenge. Create. Connect.

January 20, 2020

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, January 20, 2020, 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 December 16, 2019
- B. Agreements and Contracts
- C. Resolution #6 (as presented in the finance packet)

IV. Business

- A. Old Business
- B. Audit Report (Revision)
- C. CCC Investment Strategy (Discussion)
- D. Debt Management Policy
- E. Election of Officers
- F. Request to Move February Board of Trustees Meeting
- G. Reserve Policy
- H. Trustee Trojan Grant
- I. Resignations

V. Foundation Update

VI. Reports

- A. Reports from administrators
 - 1. Nikol Nolan, 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

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

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 Boardroom in Thomas Hall, on January 20, 2020, at 5:00 p.m.

MEMBERS PRESENT:

Kenton Krehbiel, Arlen Leiker, Quintin Flanagin, Jessica Vaughn, Patrick Toth, and Dr. Seth Carter and Audrey Hines (via telephone).

OTHERS PRESENT:

Brad Bennett, Executive Vice President; Carolyn Kasdorf, Vice President of Business Affairs; and Nikol Nolan, Dean of Student Affairs. Chriss Ellison recorded the minutes of the meeting.

CALL MEETING TO ORDER:

Swearing-In of Board Members:

Patrick Toth was sworn in as a newly elected board member by Shelly Harms, Thomas County Clerk. Quintin Flanagin and Arlen Leiker were sworn as re-elected board of trustee members.

II. INTRODUCTIONS:

Doug Johnson, Public Relations Director; Shelly Harms, Thomas County Clerk; and Marian Ballard, Colby Free Press.

Agenda Revision: Agenda item “H” was withdrawn, Item “J” was added, and item “I” was revised to include three resignations. Arlen Leiker moved to approve the agenda revisions. Jessica Vaughn seconded the motion as presented, and it passed unanimously.

III. APPROVAL OF THE CONSENT AGENDA:

Arlen Leiker moved to approve the consent agenda as presented with the revisions. Quinton Flanagin seconded the motion. The motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS:

No old business was presented.

B. AUDIT REPORT REVISION:

The audit report presented at the December, 2019 meeting for the board of trustee’s approval, stated that there was a material weakness under the federal awards. The audit has since been corrected and states a significant deficiency on the Schedule of Findings and Questioned Costs. Jessica Vaughn moved to accept the revised audit, and Arlen Leiker seconded the motion as presented. The motion passed unanimously.

C. CCC INVESTMENT STRATEGY (DISCUSSION ONLY):

KSA 12-1675 states that the governing body of a community college may invest moneys that are not immediately required for the purposes for which they were collected or received. The board and Dr. Carter agreed that the College would continue to maintain investments with local banks. Dr. Carter and Carolyn Kasdorf will meet and draft an investment policy to present at a later board meeting.

D. DEBT MANAGEMENT POLICY:

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President Carter presented information regarding the responsibilities of the Chief Financial Officer, the College board of trustees, and the college president for managing debt incurred by the College. The Debt Management policy formalizes written guidance about the amount and type of debt and the issuance process for such debt, and the management of the debt portfolio. Arlen Leiker presented a motion to approve the current policy with a stipulation that it be reviewed in one year. Quintin Flanagin seconded the motion with Arlen Leiker's stipulation. The motion passed unanimously.

E. ELECTION OF OFFICERS:

Quintin Flanagin was elected to serve as the board chairman, Audrey Hines will serve as the vice-chair, and Arlen Leiker will serve as the treasurer. Patrick Toth is the Endowment Foundation representative from the College, and Arlen Leiker will serve as the Kansas Association of Community College Trustee representative. Dr. Seth Carter will serve as the secretary of the board. Kenton Krehbiel moved to approve the newly elected officers and Jessica Vaughn seconded the motion. The motion passed unanimously.

F. REQUEST TO MOVE FEBRUARY BOARD OF TRUSTEES MEETING :

Dr. Carter requested that the February 17, 2020, board of trustees meeting be rescheduled to February 24, 2020, at 5:00 p.m. The College is scheduled to be closed February 17 in recognition of Presidents Day. Arlen Leiker moved to approve the date change, and Jessica Vaughn seconded the motion as presented. The motion passed unanimously.

G. RESERVE POLICY (DISCUSSION):

Dr. Carter presented a proposed Reserve Policy. The policy establishes a minimum unrestricted net asset balance to be held in reserve by the College and that any use of the reserve funds for capital projects must be included in the College's master plan and be presented to the board as an agenda item for approval. The board acknowledged that this policy was very comprehensive and would be considered an action item for the February meeting.

H. TRUSTEE TROJAN GRANT:

Removed from the agenda. There was no discussion or vote.

I. RESIGNATIONS:

Three resignations were presented for board approval. These included Brianna Akers, residential and student life; Kim Robertson, nursing faculty; and Briana Durham, custodian. Quintin Flanagin moved to accept the resignations as presented, and Arlen Leiker seconded the motion. The motion passed unanimously.

J. BIG BLUE BARN:

The big blue barn is to be renamed the Steve Lampe Activity Center. The two indoor areas are to be named the Cormier Family Practice Facility and the Ryan Carter Family Indoor Practice Facility. Arlen Leiker made a motion to accept the renaming of the facilities. Quintin Flanagin seconded the motion as presented. The motion passed unanimously.

V. FOUNDATION UPDATE:

Dr. Seth Carter presented for the Endowment Director. The Scholarship Benefit Auction will be March 28.

VI. REPORTS:

A. REPORTS FROM ADMINISTRATORS:

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1. Nikol Nolan talked about the success of the Martin Luther King Day speaker. Students and adults were impressed with Dr. Marche Fleming-Randle from Wichita State University.
2. Brad Bennett provided an update on the Second Chance Pell application. He and others from the College will be attending an HLC workshop in Kansas City in February. A new fiber optic class will start in the middle of February at the Norton Correctional Facility.
3. Carolyn Kasdorf reported that the finance committee meeting had gone well and appreciated Patrick Toth's willingness to serve on the committee. Jessica Vaughn agreed to be on the monthly finance committee for February, March and April (along with board member Toth).
4. Doug Johnson gave an update on the upcoming athletic events. Doug is sending out an RFP for rebranding on college correspondence.
5. Dr. Carter talked about the athletic academic successes. The 204 athletes combined for a 3.06 GPA for fall and a 3.18 cumulative GPA. He said Colby would be hosting seven Jayhawk Conference wrestling schools the weekend of February 8.
6. President Carter thanked everyone for their support in the creation of the Steve Lampe Athletic Center. Dr. Carter has notified the HLC of the college's intent to discontinue the massage therapy program. The current students will be taught-out to complete the program, but no new students will be accepted.

VII. REPORTS AND COMMENTS:

The trustees agreed that the Big Blue Barn was providing healing for the college to move past former difficult times and situations. Jessica and Patrick were thanked for coming on the board.

VIII. ADJOURNMENT:

Quintin Flanagan made a motion to adjourn the meeting with a second motion given by Arlen Leiker. The motion passed unanimously. The meeting ended at 6:00 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary