



August 23, 2021

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, August 23, 2021, at 5:00 p.m.** in the Board Room, Thomas Hall, of Colby Community College, Colby, Kansas, to access the meeting via Zoom, please utilize this link: <https://colbycc.zoom.us/j/7507007180> Password: 101520CSC or call in utilizing this number: + 1 312 626 6799 US (Chicago), Meeting ID: 750 700 7180

Items of business on the agenda include the following:

- I. Open Meeting
- II. Introductions
- III. Approval of the Consent Agenda
 - A. Minutes of July 26, 2021
 - B. Resolution #1 (as presented in the finance packet)
- IV. Business-Revenue Neutral Hearing
 - A. Revenue Neutral Hearing (Discussion)
 - B. Approval of the Revenue Neutral Rate Resolution (Action)
- V. Business-Public Budget Hearing
 - A. Public Budget Hearing (Discussion)
 - B. Approval of the FY-22 Public Budget (Action)
- VI. Business
 - A. Old Business
 - B. Authorization to Purchase Policy (Action)
 - C. Copyright Policy (Action)
 - D. Disposition of Surplus (Action)
 - E. Horry-Georgetown Technical College Articulation (Action)
 - F. Northcentral Technical College MOA (Action)
 - G. Rodeo (Action)
 - H. Executive Session
 - a. Action if Necessary
- VII. Foundation Update
- VIII. Reports
 - A. Reports from administrators
 - 1. Nikol Nolan, Student Affairs
 - 2. Tiffany Evans, Academic Affairs
 - 3. Justin Villmer, Business Affairs
 - 4. Doug Johnson, Public Information
 - 5. Mike Saddler, Athletics
 - 6. Seth Carter, President
- IX. Reports and Comments
 - A. Comments from Trustees
 - B. Other Items
- X. Adjournment

Respectfully,

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.

August 23, 2021

I. CALL TO ORDER:

The Regular board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in Thomas Hall on Monday, August 23, 2021, at 5:00 p.m. The Board of Trustees, and Dr. Carter met in-person in the board room and all other attendees participated via the zoom link. The agenda was amended to add letter (I) for the Utility Settlement. Arlen Leiker proposed amending the agenda and Audrey Hines seconded the motion. It passed 5-0 with Jessica Vaughn absent.

MEMBERS PRESENT:

Quintin Flanagin, Patrick Toth, Arlen Leiker, Donna Henry, Audrey Hines, and Dr. Seth Carter were present.

MEMBERS ABSENT:

Jessica Vaughn

OTHERS PRESENT:

Doug Johnson, Dr. Tiffany Evans, Nikol Nolan, Justin Villmer, Mike Saddler and Doris Donovan. Chriss Ellison recorded the minutes.

II. INTRODUCTIONS:

None

III. APPROVAL OF THE CONSENT AGENDA:

Audrey Hines moved to accept the meeting minutes and Resolution #1 and Arlen Leiker seconded the motion. The motion passed 5-0.

IV. BUSINESS-REVENUE NEUTRAL HEARING

A. REVENUE NEUTRAL HEARING (DISCUSSION):

The Board of Trustees began the meeting at 5:00 p.m. by holding a Revenue Neutral Hearing. The hearing ran for three minutes to allow time for anyone to speak. The College was not proposing to raise the mill or any form of taxes but to mitigate risk in case valuations differed from the information the College was provided. The hearing was closed at 5:05 as no one presented any comments or concerns.

B. APPROVAL OF THE REVENUE NEUTRAL RATE RESOLUTION (ACTION):

Arlen Leiker made a motion to approve the Revenue Neutral Rate Resolution and Patrick Toth seconded the motion. It passed 5-0.

V. BUSINESS-PUBLIC BUDGET HEARING:

A. PUBLIC BUDGET HEARING (DISCUSSION):

The open session began at 5:06 and ran three minutes to provide time for any comments. The open session closed at 5:09 p.m.

B. APPROVAL OF THE FY-22 PUBLIC BUDGET (ACTION):

Donna Henry made a motion to approve the Fiscal FY22 Budget. Arlen Leiker seconded the motion and it passed 5-0.

VI. BUSINESS

A. OLD BUSINESS: NONE

B. AUTHORIZATION TO PURCHASE POLICY (ACTION):

The administration team at the College recommended revising the College's Authorization to Purchase Policy. Vice President Villmer recommended revisions in the policy to ensure the College is compliant with the current policies and to allow for the ease of access in bidding out certain service such as legal, property insurance,

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I.T. service contracts, etc. Patrick Toth made a motion to approve the revisions and Donna Henry seconded the motion. It passed 5-0.

C. COPYRIGHT POLICY (ACTION):

Information was shared as to what constitutes copyright infringement, consequences of copyright infringement, and basic information to help avoid copyright infringement. Arlen Leiker made a motion to accept the College's copyright policy and Donna Henry seconded the motion. It passed 5-0

D. DISPOSITION OF SURPLUS (ACTION):

The College recommended the disposal of 30-50-year-old equipment from the Physics Laboratory. Quintin Flanagin made a motion to dispose of the equipment in the landfill or to be recycled (where appropriate). Patrick Toth seconded the motion and it passed 5-0.

E. HORRY-GEORGETOWN TECHNICAL COLLEGE ARTICULATION (ACTION):

The College has an Articulation Agreement with Horry-Georgetown Technical College. This agreement was updated because of its age. Audrey Hines made a motion to accept the articulation agreement and Arlen Leiker seconded the motion. It passed 5-0.

F. NORTHCENTRAL TECHNICAL COLLEGE M.O.A. (ACTION):

This is the annual agreement between Northcentral Technical College and Colby Community College for the delivery of the lecture portion of the Dental Hygiene Program. Patrick Toth made a motion to accept the agreement and Donna Henry seconded the motion. It passed 5-0.

G. RODEO (ACTION):

Dr. Carter requested the Board's authority to cancel the College rodeo if COVID-19 continues to surge in the community, surrounding areas or across the state. A formal decision would be made by September 1, 2021 in conjunction with the Board of Trustees. Audrey Hines made a motion to approve the request to cancel the rodeo if deemed necessary and Patrick Toth seconded the motion. It passed 5-0.

H. UTILITY BILL SETTLEMENT (ACTION):

In February, 2021, the College received a gas bill for over \$40,000. Because of a state of Kansas lawsuit, the subsequent settlement will give the College approximately \$21,000 as a credit to put towards its bill. A motion was made by Donna Henry to approve the execution of a gas settlement by Dr. Carter. This was seconded by Arlen Leiker and was approved 5-0.

I. EXECUTIVE SESSION: At 5:33 Quintin Flanagin made a motion to enter into a 15-minute Executive Session. Arlen Leiker seconded the motion. At 5:50, Quintin Flanagin requested an additional ten minutes and was seconded by Arlen Leiker. At 6:00p.m, the meeting was in open session with one action item.

- a. Action if necessary: The Board of Trustees voted to have Dr. Carter terminate Eric Lowe, nighttime custodian.

VII. FOUNDATION UPDATE

Dr. Carter presented the Foundation update. The Endowment Auction made \$108,000 this year. Former Kansas City Chief football player would open the Max Pickerill Lecture Series on Tuesday, September 7. The date of the Tennis Center dedication would be announced soon and the annual meeting date is yet to be determined.

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REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan, Vice President of Student Affairs, stated that her area was in full swing for the fall semester. A special “thank you” to staff and anyone else who worked during the student move-in weekend. Everything went very smoothly.
2. Dr. Tiffany Evans, Vice President of Academic Affairs, shared that the Welding program was moving through the KBOR approval system. Dr. Evans will be actively involved with Online Educational Resources (OEM). This is a resource that provides free textbooks to students.
3. Justin Villmer, Vice President of Business Affairs and C.F.O., thanked everyone for their support with the budget and hearing process. The business affairs group is working on gathering audit materials. Mr. Villmer thought the monthly Finance Committee meeting went very well. He is still waiting on a date about the new classroom furniture.
4. Doug Johnson, Director of Public Information, shared that the Good Day interview with Dr. Carter is scheduled for September 29, 2021 but will air at a later date.
5. Mike Saddler, Athletic Director talked about the Hometown ticketing system. There had been a few glitches but they have been worked out and the electronic ticketing system should be working fine. The Volleyball game on Wednesday night will be the first athletic event for the College in the new Event Center.
6. President Carter shared that the Board of Trustees could tour the farm in person or virtually. Everyone was excited about the volleyball game on Wednesday.

C. REPORTS AND COMMENTS:

Board members thanked everyone for getting the fall semester up and running. Everyone hoped that the College and community could make it through the semester with minimum COVID issues.

ADJOURNMENT:

Patrick Toth moved to adjourn and was seconded by Donna Henry. The motion passed unanimously. The meeting ended at 6:22 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary