



October 18, 2021

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, October 18, 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 September 20, 2021
- B. Resolution #3 (as presented in the finance packet)

IV. Business

- A. Old Business
- B. Abilene Memorial Hospital Affiliation Agreement
- C. ADA Compliant Doors RFP Pt. 2 (Action)
- D. Ascension Via Christi Hospital-Clinical Education Affiliation Agreement (Action)
- E. Corn Stalk Lease (Action)
- F. Disposition of Surplus (Action)
- G. Farm Waters Systems RFP (Action)
- H. University of Missouri College of Veterinary Medicine Articulation Agreement (Action)
- I. Resignation
- J. Executive Session (Non-Elected Personnel)
 - a. Action if Necessary

V. Foundation Update

VI. 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

VII. Reports and Comments

- A. Comments from Trustees
- B. Other Items

VIII. 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. October 18, 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, October 18, 2021, at 5:00 p.m. The Board of Trustees, Dr. Carter, and Sloane Enninga from the Colby Free Press were present in the board room. All other attendees participated electronically via the Zoom link provided on the agenda.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

OTHERS PRESENT:

Doug Johnson, Dr. Tiffany Evans, Nikol Nolan, Justin Villmer and Sloane Enninga. Chriss Ellison recorded the minutes.

II. INTRODUCTIONS:

None

III. APPROVAL OF THE CONSENT AGENDA:

Arlen Leiker made a motion to accept the Consent Agenda, and Donna Henry seconded the motion. The motion passed 6-0.

IV. BUSINESS

A. OLD BUSINESS:

None

B. ABILENE MEMORIAL HOSPITAL AFFILIATION AGREEMENT (ACTION):

The clinical agreement is between the College and the Abilene Memorial Hospital for the nursing program. The agreement is being added as the Larned Hospital is no longer accepting students for clinical rotations. Jessica Vaughn made a motion to accept the agreement as presented, and Arlen Leiker seconded the motion. It passed 6-0.

C. ADA COMPLIANT DOORS R.F.P. (ACTION):

The request for proposals was for the second phase of the replacement of original entry doors around campus. This will ensure that every area has been updated and is fully A.D.A. compliant. The administrative team recommended purchasing a touchless push plate system for \$151,500 from the Colby Glass Company. Funds for this project are from the College's capital outlay budget and a portion of HEERF dollars. Colby Glass Company provided a performance bond for \$4,734.81, and Bickner Electric was selected to perform the electrical portion of the project for \$6,327. The total contracted amount is \$162,561.81. Arlen Leiker made a motion to approve the R.F.P. from Colby Glass Company for \$151,500 and approve Bickner Electric for the electrical contracting. This was seconded by Donna Henry and passed 6-0.

D. ASCENSION VIA CHRISTI HOSPITAL-CLINICAL EDUCATION AFFILIATION AGREEMENT (ACTION):

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

October 18, 2021

The agreement from Ascension Via Christi provided updates revolving around COVID-19 protocols. Donna Henry made a motion to accept the agreement as presented, and Patrick Toth seconded the motion. It passed 6-0.

E. CORNSTALK LEASE (ACTION):

The College's annual corn stalk lease is with Dustin Quenzer and runs from November 17, 2021, to January 15, 2022, for a cost of \$1,747.98. Audrey Hines made a motion to accept the lease, and it was seconded by Jessica Vaughn. It passed 6-0.

F. DISPOSITION OF SURPLUS (ACTION):

The College requested to sell cow #5 at the sale barn and dispose of a nonworking Ohaus Lume-O-Gram balance in the landfill. The College is also disposing of over 1,200 pieces of furniture. The furniture will be donated or taken to the landfill. Patrick Toth made a motion to accept the disposition of surplus, and Donna Henry seconded the motion. It passed 6-0.

G. FARM WATERS SYSTEM R.F.P. (ACTION):

This R.F.P. is to replace the remaining original water systems at the College farm. Of five vendors, only Western Sprinklers submitted a final bid for \$58,161.83. Jessica Vaughn made a motion to accept the Western Sprinklers bid. This was seconded by Patrick Toth and passed 5-0. Arlen Leiker abstained from voting and removed himself from the room because of a potential conflict of interest.

H. UNIVERSITY OF MISSOURI COLLEGE OF VETERINARY MEDICINE ARTICULATION AGREEMENT (ACTION):

The articulation agreement between the University of Missouri College of Veterinary Medicine and Colby Community College ensures that students who have earned an Associate of Applied Science in Veterinary Nursing can transfer to a Bachelor of Science in Veterinary Technology at the University of Missouri. A motion was made by Patrick Toth to approve the agreement as presented. Jessica Vaughn seconded the motion, and it passed 6-0.

I. RESIGNATIONS (ACTION):

A resignation was submitted by Jenny Hurt, Executive Director of Admissions and Outreach. A motion was made by Arlen Leiker to accept the resignation and was seconded by Audrey Hines. The motion passed 6-0.

J. EXECUTIVE SESSION (NON-ELECTED PERSONNEL):

The Board of Trustees went into an executive session at 5:24 and requested ten minutes. Arlen Leiker made a motion to move to the executive session and was seconded by Audrey Hines. It passed 6-0. At 5:34 p.m., Jessica Vaughn made a motion to extend the executive session for ten more minutes. This was seconded by Audrey Hines, and it passed 6-0. The Board came into open session at 5:44 p.m. with no action taken.

V. FOUNDATION UPDATE:

Jennifer Schoenfeld, Foundation Director, reported that the foundation's annual audit report was presented with no issues, no corrections, and no disagreements with management. No significant deficiencies or weaknesses were found, and there will be no management letter with recommendations. The Colby Tennis Center grand opening was scheduled for Sunday, October 24, 2021, from 3:00-5:00, with refreshments and tours. A local partnership has donated 82 solar panels from Midwest Energy to the College. The energy provided by the

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

October 18, 2021

panels will cover the utility bill at the College farm for the next 20 years. Over time, the gift should total over \$134,000.

VI. REPORTS:

REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan, Vice President of Student Affairs, reported that the College hosted a KACRAO College Planning Conference in September. It was very successful, and there were many positive comments.
2. Dr. Tiffany Evans, Vice President of Academic Affairs, reported that the KSBN A.D.N. Nursing Update Report was submitted on September 30, 2021. The Commission on Accreditation in Physical Therapy Education (CAPTE) report was a collaboration with Autumn Hoffman, Jami Sprinkle, and Dr. Evans.
3. Justin Villmer, Vice President of Business Affairs and C.F.O., shared that the financial audit went well. The auditing firm said there are no material weaknesses or significant deficiencies. The new furniture is coming soon, and strategies are being developed to store the new furniture and dispose of the current furniture. The College was awarded approximately \$10,000 from KBOR as Carl Perkins funding for the Norton Correction Facility.
4. Doug Johnson, Director of Public Information, shared about the Gallery Art Walk for Thursday. On Oct. 28, the Halloween 'N Horses event would be at the College farm starting at 4:30 for anyone wanting to see students and their horses dressed in costumes. The event has been very popular for people of all ages. The Cross-Country Region VI Championships were scheduled to be held at the Meadow Lake Golf Course on Oct. 2.
5. Mike Saddler, Athletic Director, was at the volleyball game and unable to attend the Board meeting. Dr. Carter shared that the athletes will be working with the After-School Program during the week.
6. President Carter thanked Patrick Toth for his help with the irrigation system around the new tennis center. A special thank you was given to Arlen Leiker for his participation with the Association of Community College Trustees (ACCT) conference. Board Member Leiker is the only trustee in the state of Kansas that serves on the ACCT Board.

REPORTS AND COMMENTS:

Board of Trustee members expressed many thanks for an audit well done, especially in Justin's first year with the College. The Trustees also thanked Arlen Leiker for his work on the ACCT Board.

ADJOURNMENT:

Audrey Hines moved to adjourn and was seconded by Patrick Toth. The motion passed unanimously. The meeting ended at 6:08 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary