

Cloud County Community College
BOARD OF TRUSTEES
Special Board Meeting
February 27, 2023

Present: Bruce Graham, Richard Hubert, Jim Koch, Pat Macfarlane, Mark Matthew, Jesse Pounds, President Amber Knoettgen, Dr. Kim Zant, Caesar Wood, and Samantha Pounds – Board Clerk.

Others Present: Luke Sobba – KASB, Kris Farmer, Heather Gennette, Tracey Holmes – Concordia USD333.

- I. The meeting was called to order by Chair, Jesse Pounds at **2:30** PM.
- II. **Pledge of Allegiance**
- III. **Adoption of the Agenda** – Jim Koch moved and Pat Macfarlane seconded to adopt the agenda as presented. Motion passed.
- IV. **Board Training**
 - A. **KASB – Luke Sobba**

Luke Sobba represented the Kansas Open Meetings Act (KOMA), Kansas Open Records Act (KORA), and Roles of the Board. This is a regular training that the Board plans to do each year.
 - B. **BoardBook – Tracey Holmes**

Tracey Holmes, District Board Clerk, presented on BoardBook which is the same service that the Concordia USD333 uses. It is an all-in-one online meeting preparation software that helps meeting managers organize materials, communicate with attendees, conduct meetings, and document the results. We plan to transition to this service with recommendations from KASB.
- V. **Adjournment** – Pat Macfarlane moved and Jim Koch seconded to adjourn the meeting at 4:36 pm.

Samantha Pounds, Clerk of the Board
Cloud County Community College
Board of Trustees