CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

December 17, 2013

Present: Ellen Anderson, Gregory Askren (arrived at 7:05 p.m.), David Clemons, Larry Henry and Linda Richard; President Danette Toone and Marilyn Martin, Clerk. Absent: Thomas Tuggle.

Others Present: Amy Hadachek, KNCK and Jessica LeDuc, Blade-Empire; Attorney Scott Condray; Kent Anderson and Neil Phillips; Jenny Acree, Bill Backlin, Shane Britt, Brenda Edleston, Janet Eubanks, Joel Figgs, Bob Maxson, Kim Reynolds, Tom Roberts, Mitch Stimers and Christine Wilson, staff.

Chairman Larry Henry called the meeting to order at 6:04 p.m. in Room 257 of the President’s Addition.

David Clemons moved and Linda Richard seconded to adopt the agenda; motion passed.

Guests’ Comments: None.

Recognitions: Bob Maxson recognized Shane Britt, the Residence Assistants and the Residence Life Council for volunteering to be bell ringers at the Salvation Army buckets. He also recognized the Business Office and Financial Aid for their efforts related to the results of the 2012-2013 audit.

Neil Phillips with Jarred, Gilmore & Phillips, PA, reported there were no findings in the 2012-2013 audit. Ellen Anderson moved and Linda Richard seconded to accept the 2012-2013 audit with the corrections outlined; motion passed.

President’s Message: Dr. Toone reported during the Thanksgiving holiday notification was received that the Department of Energy grant has been approved and everything has been done through the government system. Tomorrow there is a conference call with the Department of Energy. Mitch Stimers presented a report of his activities since his appointment as the Director of Institutional Planning, Research and Effectiveness.

Vice President Reports: William Backlin, Vice President for Academic Affairs, reported he has been attending the Chamber Coffee. He plans to go out to the communities and school districts to find out how things are going and how we can help them. He has been working with Renae Gernant regarding on-line offerings so we can get approval from the Higher Learning Commission to offer degrees on-line. He is also working with Mitch Stimers on the KBOR annual performance agreement report. Bob Maxson, Vice President for Administrative Services, reported there was a break in the sprinkler pipe in Thunder Heights on December 7. The first floor was covered with water. Repairs will be completed by the end of the Christmas break. The Business Office is working on the change in banking services from Citizens National Bank to Central National Bank. A committee has been put together for the Vice-President of Administrative Services search. The position has been advertised with January 13, 2014 being the date applications must be received to guarantee consideration. Joel Figgs, Vice President for Enrollment Management and Student Services, reported he is working on end-of-year activities in Student Services. Applications for Spring concurrent student scholarships are being received.

Meeting Reports: None.

Geary County Campus Update: Brenda Edleston reported she has met with other institutions regarding the KansasWorks and services available to Veterans. She also met with a representative of Mid-America Manufacturing Technology Center. They would like to help small businesses by obtaining internships for the Agri-Biotechnology and CDL Programs. Cathy Troup has met with representatives at Manhattan Area Technical College developing an Advanced Laboratory Techniques AAS. This program will complement the Agri-Biotechnology program at the GCC.

Cloud County Community College Foundation Update: Kim Reynolds reported the Foundation is starting a new Academic Enrichment Program. Money will be available for different departments. It may be money to buy new equipment, software, etc. They will be accepting Emergency Scholarship applications. The ability to give on-line is almost ready.

Linda Richard moved and David Clemons seconded to approve the minutes of November 19, 2013 and November 22, 2013; motion passed.

David Clemons moved and Ellen Anderson seconded to approve the Treasurer’s Report as of November 30, 2013 with cash balances of $3,970,801.15 at Citizens National Bank and $50,421.00 at Central National Bank; motion passed.

Bob Maxson presented an overview of the College’s finances. They are beginning to see the effect of the lower enrollment. We still need to talk about funding for the Children’s Center.

Linda Richard moved and David Clemons seconded to approve the recommended room and board rates for academic year 2014-2015; motion passed.

Two separate lists of purchases and payment of claims were presented to the Board for approval. List (A) requested approval of expenditures or transfer of college funds of $10,000 or more.

David Clemons moved and Gregory Askren seconded to approve the (A) List; motion passed.

The (B) List contained those checks/claims that had approval and/or met the requirements of state law. Gregory Askren moved and Ellen Anderson seconded to approve the (B) List; motion passed.

Consensus of the Board was to hold the evaluation of President Toone on January 14, 2014 at 7:00 a.m. in the President’s Office.

Gregory Askren moved and Linda Richard seconded to allow Deb Monzon to participate in the Early Retirement Program effective July 5, 2014 and authorize the administration to fill the Instructor in Physical Education vacancy; motion passed.

Ellen Anderson moved and Linda Richard seconded to approve the appointment of Darrin Jones to the position of Coordinator of Online Services on a full-time, KPERS-covered, professional services contract effective January 2, 2014 at the twelve month prorated salary of $36,000 plus fringe benefits; motion passed.

Ellen Anderson moved and Linda Richard seconded to approve the appointment of David Clark to the position of Information Technology Technician on a full-time, KPERS-covered, professional services contract effective January 2, 2014 at the twelve-month prorated salary of $29,500 plus fringe benefits; motion passed.

Gregory Askren moved and Ellen Anderson seconded to adjust the approved 2014-2015 residence life rates for the Diamond level from $3,235 to $3,350 and the Emerald level from $3,125 to $3,235; motion passed.

Gregory Askren moved and Linda Richard seconded to authorize Dr. Danette Toone to sign the lease and memorandum of understanding between the College and Darrel and Margo Hosie for the Hangar Facility with funding from the 2010 U.S. Department of Energy Grant with completion by mid-March 2014; motion passed.

Bob Maxson reported he expects to bring bids for the reroofing of the main building on the Concordia Campus to the February 2014 Board meeting. He also said they are looking at using some funds received from the Dane Hanson Foundation to remodel the old “Home Ec kitchen” for use as the Student Health Center next summer. Also, they are looking at the floor in the flag pole entry. The tile is being replaced in the Commons area this week.

Information Items: The items were Youth for Music, induction into the Athletic Hall of Fame and Winter Homecoming, the 2014 Telefund and the Star Party on December 21.

Other: None.

Executive Session: None.

The meeting adjourned at 7:25 p.m.

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Marilyn A. Martin, Clerk

Cloud County Community College

Board of Trustees