

**Cloud County Community College**  
**BOARD OF TRUSTEES**  
*Special Board Meeting*  
**June 7, 2023**  
**9:00 AM**

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

**Others Present:** Heather Gennette, Jessica LeDuc, Matt Bechard, Chris Wilson, Tom Roberts, Justin Ferrell - Attorney, Toby Nosker – KNCK, and Jim Lowell – Blade Empire.

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- I. The meeting was called to order by Chairman, Jesse Pounds at **9:00 am**.
- II. **Pledge of Allegiance**
- III. **Adoption of the Agenda** – Bruce Graham moved and Mark Matthew seconded to adopt the agenda as presented. Motion passed.
- IV. **Consent Agenda** – Jim Koch moved and Pat Macfarlane seconded to approve the Consent Agenda which includes approval of personnel for Interim Vice President for Academic Affairs – Dr. Brandon Galm; Coordinator of Academic Advisement Services – Rebecca Kindel; and Head Volleyball Coach – Hilda Ramos. Motion passed.
- V. **Discussion Items**
  - A. **Master Facility Plan**

Caesar Wood and Amber Knoettgen presented the Master Facility Plan with the feedback received from the drafts presented to faculty, staff, and students. They shared their positive feedback and concerns which were compiled and now presented to the Board of Trustees.

Pat Macfarlane shared that there has been a lot of work and thought put into this plan and she is very thankful for the hard work and a job well done.

The Board would like to take action on this Master Facility Plan at the June Board Meeting.

**VI. Action Items**

Amber shared that we are so grateful and honored to have had Pat Macfarlane and Mark Matthew on our Board of Trustees. Pat has served since 2018 and Mark has served since 2022. She wanted to share that they have helped serve through some tumultuous times and have been such huge advocates of the college. They have helped make a tremendous impact in the stabilization of the college during their time and will be dearly missed on the Board of Trustees.

Pat Macfarlane and Mark Matthew then exited the room during this portion of the meeting and re-entered once the Board Vacancy's action was taken.

Jesse Pounds proceeded with stating, "The college is grateful and encouraged to have received five letters of interest for the two open positions. We would like to publicly thank them all and are encouraged to see such interest in serving on Cloud's Board of Trustees. This demonstrates support and the enthusiasm by the community for the work of the college. At this time, I would nominate those five individuals for consideration. They are Johnita Crawford, Kirby Fox, Dave Garnas, Amber Hanson, and CJ Tobald."

Justin Ferrell stated that we want to make this process as transparent as possible.

**A. Board of Trustee Vacancy**

Jim Koch moved Bruce Graham seconded to appoint Dave Garnas as the new Board Member to fill the unexpired term of Board Member, Patricia Macfarlane, effective July 1, 2023. Motion passed.

**B. Board of Trustee Vacancy**

Jim Koch moved Richard Hubert seconded to appoint Amber Hanson as the new Board Member to fill the unexpired term of Board Member, Mark Matthew, effective July 1, 2023. Motion passed.

**VII. Strategic Planning** – Amber began by saying how important it is that we all have measurable goals to hold us accountable throughout the year. She thanked everyone for being here since it is a busy time of year. She then began with the KBOR Strategic Plan discussing the “pillars” that the regents follow. This then moved into the CCCC Strategic Plan. This strategic plan goes through 2024. The Strategic Plan Updates for AY23-24 were presented beginning with going over the strategic goals set then moving onto our newest goals until now. Amber is wanting to make sure all the language stays consistent throughout the plan. The goals were then talked about in detail. These were set and are continuously updated to help build the future of the college. Amber will continue to share these at all In-Services, so everyone is knowledgeable and has buy into the things happening here.

Heather Gennette continued the meeting with an update from the Foundation. She shared all the remarkable things they have done over the last year. This includes the Foundation goals, annual fundraising, grant requests, alumni events, scholarships, and opportunities for the Technical Education and Innovation Center. Amber then went through the Performance Report for Academic Year 2022, goals of the college, and asked for goal for the Board of Trustees.

Pat mentioned the Makers Space, she feels it has always been a need. Amber shared that we need to have a champion for this project because we cannot spread any more of our people thin. We would have to hire a full-time person that needs to be a college wide discussion.

Jesse Pounds then asked about the Athletics' strategic plan that he wanted from Matt Bechard. Matt plans to implement a strategic plan for athletics with our newest college wide strategic plan. Matt shared that academics is huge and listed the goals associated with that and graduation rates. He listed all the other goals associated with discussions with his department that he felt they did well overall.

Pat Macfarlane and Mark Matthew had to leave the meeting at 1:50 pm.

- V. Budget Study Session** – Caesar Wood dove right into this session beginning with the budget process and timeline. On June 15<sup>th</sup>, our assessed property valuations from the county clerk will include our RNR. By July 20<sup>th</sup> we are planning to notify the county clerk of intent to levy above the RNR. We notified the county clerk last year on July 15, 2022. By August 20<sup>th</sup> – September 20<sup>th</sup> we will hold our budget hearing at least 10 days after publishing our notice. The RNR and budget hearings were held last year on September 6, 2022. August 20<sup>th</sup> – October 1<sup>st</sup> is when the governing body will formally adopt our budget. Lastly, by December 31<sup>st</sup> is when the County Clerk will provide the budget to Municipal Services. A new rule from last year will be that the RNR will require a ballot if we exceed it. It would be individually listed for yes or no votes compared to the normal voting motions for our Board of Trustees. Caesar has been closely watching encumbrances through the end of the month as we are closing out the end of the 2023 fiscal year. Caesar moved onto presenting the board with the budget scenario for fiscal year 2023-2024. The next steps will be to formalize the budget once we receive information from the Cloud County Clerk and the RFP Rate. We will then share the assessed valuation and RNR information once it is received, then we will schedule a date for a public hearing.

**VI. Executive Session**

**A. Negotiations**

Jim Koch moved and Richard Hubert seconded to recess into executive session for 15 minutes with the 4 Board members excluding Pat Macfarlane and Mark

Matthew due to their absence during this part of the meeting, Amber Knoettgen, Kim Zant, Caesar Wood, Brandt Hutchinson, and Chris Wilson to discuss negotiations in order to protect the public interest in negotiating a fair and equitable contract and that we return to open session in this room at 2:57 pm. Motion passed. No action taken.

- VII. Adjournment** – Jim Koch moved and Richard Hubert seconded to adjourn the meeting at 2:57 pm. Motion passed.

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