

August 21, 2023

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, August 21, 2023, 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 17, 2023
 - 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-24 Public Budget (Action)
- VI. Business
 - A. Old Business
 - a. Pasture Lease Agreement (Action)
 - B. Calf Pasture Lease Agreement (Action)
 - C. Disposition of Surplus (Action)
 - D. KACC MOA (Action)
 - E. OCVNP Preceptorship Agreement (Action)
 - F. Rodeo Cattle Lease Agreement (Action)
 - G. Resignation (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. Sheri Knight, Business Affairs
 - 4. Doug Johnson, Public Information
 - 5. Kenny Hernandez, Athletics
 - 6. Seth Carter, President
- IX. Reports and Comments
 - A. Comments from Trustees
 - B. Public Comments/Other Items
- X. Adjournment

Respectfully,



Seth Macon Carter
President



RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY
August 21, 2023

CCC Mission: **Challenge** students to adapt to a diverse society. **Create** opportunities for student growth. **Connect** student learning with professional experiences

I. CALL TO ORDER

The Revenue Neutral Hearing, Public Budget Hearing, and regular meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in Thomas Hall on Monday, August 21, 2023, at 5:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

None.

OTHERS PRESENT

Dr. Tiffany Evans, Vice President of Academic Affairs; Nikol Nolan, Vice President of Student Affairs; Sheri Knight, Vice President of Business Affairs; Kenny Hernandez, Athletic Director; Kathy Satomi, instructor. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

No introductions.

III. APPROVAL OF THE CONSENT AGENDA

Arlen Leiker moved to approve the consent agenda with a correction to the July minutes, noting that Chair Flanagin was absent. Audrey Hines seconded the motion, which passed 6-0.

IV. BUSINESS - REVENUE NEUTRAL HEARING

A. Revenue Neutral Hearing

At 5:03 p.m., Patrick Toth moved to enter the Revenue-Neutral Hearing for five minutes to hear public comments. Jessica Vaughn seconded the motion, and the motion passed 6-0.

Trustees opened the floor to the public. At 5:08 p.m., after no comments were heard from the public, a motion was made by Arlen Leiker to close the hearing. He was seconded by Audrey Hines, and the motion carried 6-0.

B. Approval of the Revenue Neutral Rate Resolution

Jessica Vaughn made a motion to approve the Revenue Neutral Rate Resolution, and Arlen Leiker seconded the motion. After a roll call vote, the motion passed 6-0.

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V. BUSINESS - PUBLIC BUDGET HEARING

A. Public Budget Hearing

At 5:08 p.m., Jessica Vaughn moved to enter into a public budget hearing for three minutes to allow public comments. Donna Henry seconded the motion, which passed 6-0. Nobody from the public was present to comment or ask questions. At 5:11 p.m., Arlen Leiker made a motion to close the public budget hearing, which was seconded by Donna Henry. The motion passed 6-0.

B. Approval of the FY 2024 Public Budget

President Carter noted that if the budget passed, the College would have lowered the mill levy by 7.006 mills since 2015, and the College is levying less money than it did in 2015. Chair Flanagan added that the budget is subject to change pending final figures from the state. Donna Henry moved to approve the 2023-24 budget. Audrey Hines seconded the motion, which passed 6-0.

Trustees agreed to move agenda items "VII. Foundation Update" and "VIII. Reports from Administrators" before item "VI. Business."

VI. BUSINESS

A. Old Business

Pasture Lease Agreement

The legal portion of the Pasture Lease Agreement was updated to reflect the address S04, T08, R033, ACRES 41.3, E2 of NE4 N of RR R/W LESS R/W. The total cost of the lease is \$1,150.

Jessica Vaughn moved to approve the pasture lease agreement and was seconded by Patrick Toth. It passed 6-0.

B. Calf Pasture Lease Agreement

The lease agreement for calves was with Mr. Chris Sherman at \$45 per calf, per month, multiplied by two months for the fall of 2023, with 15 total calves. The cost of the agreement is \$1,350.

Donna Henry moved to approve the calf pasture agreement. Audrey Hines seconded the motion, and it passed 6-0.

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C. Disposition of Surplus

Trustees reviewed a list of library books and items from the Physical Therapist Assistant department that are no longer used.

Jessica Vaughn seconded a motion from Audrey Hines to approve the disposition of surplus items. The motion carried 6-0.

D. Kansas Association of Community College Executive Director Memorandum of Understanding

The College administration formally requested bringing the KACC Executive Director onto the payroll, including fringe benefits, insurance, and KPERS. The College will be paid in advance for providing the services but will incur soft costs, such as time to process payroll and have the budget authority for the individual's salary.

Donna Henry moved to approve the KACCT MOA, and Patrick Toth seconded the motion. The motion passed 5-1. Audrey Hines was the dissenting vote.

E. On-Campus Veterinary Nursing Program Preceptorship Agreement

The document had multiple updates. An appendix was added due to an accreditation standard update by the American Veterinary Medical Association.

Jessica Vaughn made a motion to approve the OCVNP Preceptorship Agreement, which Audrey Hines seconded. It passed 6-0.

F. Rodeo Cattle Lease Agreement

The agreement is with ZJ Cattle for 15 head for 52 days from September 4, 2023, through October 2023, and 86 days from January 29, 2024, through April 25, 2024. The total cost is \$4,050.

Jessica Vaughn moved to approve the lease agreement pending verification of the replacement value cost of \$800 per head. Quintin Flanagin seconded the motion. It passed 6-0.

G. Resignations

Mrs. Alyssa Gaede, Coordinator of Outreach and International Students, resigned to accept a teaching position.

Donna Henry moved to accept the resignation. The motion was seconded by Audrey Hines and passed 6-0.

H. Executive Session

At 5:55 p.m., Jessica Vaughn moved to enter into a 30-minute executive session with the Board and President Carter. Arlen Leiker seconded the motion, which passed 6-0.

At 6:25 p.m., the Trustees returned to an open session, and Jessica Vaughn made a motion to enter into a 30-minute executive session with the Board and President Carter. Patrick Toth seconded the motion, which carried unanimously.

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At 6:55 p.m., Trustees resumed in open session with no action.

V. Foundation Update

Melissa Rickford said an early review showed revenue from the Aug. 18 Endowment Auction appeared to be about the same as previous years. Donations are still coming in for the Ag Center. On Aug. 29, the Foundation will have a virtual audit. The Annual Giving Campaign is scheduled to be implemented in the fall.

VI. Reports

1. Nikol Nolan, Student Affairs

As of the first day of classes (Aug. 21), about 98% of students were moved into student housing. Student Life has ten days of student activities to begin the school year. She extended her gratitude to all who were part of the student move-in weekend.

2. Tiffany Evans, Academic Affairs

Dr. Evans shared the strategic goals of the Division of Academic Affairs. She is pleased with the cohesive campus partnerships that allow students to be served.

3. Sheri Knight, Business Affairs

Vice President Knight said she appreciated all the work done by many people over the summer to prepare for the beginning of the school year. The business office will be working on the audit. She said it has been fun serving on the committee for the student pantry.

4. Doug Johnson, Public Relations

The Annual Report is at the publisher and will be delivered in time for the September board meeting. He is excited to have students back on campus.

5. Kenny Hernandez, Athletics

The volleyball team started the season 4-0 and is heading to a tournament in Casper, WY, the weekend of Aug. 25-26. The first home game is Sept. 2. He thanked the volleyball team for their community service. The first Booster Club meeting is Aug. 28.

6. Seth Carter, President

Dr. Carter said the ribbon cutting was successful for the Frahm Agriculture Center and thanked everyone involved. He thanked Athletic Director Hernandez and the student-athletes for helping move furniture to prepare for the start of school.

VII. Comments from Trustees

Trustees thanked employees for their hard work.

VIII. Adjournment

Arlen Leiker moved to adjourn, seconded by Donna Henry, and it passed 6-0. The meeting adjourned at 6:57 p.m.

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Signed: _____
Chairperson

Signed: _____
Secretary