

December 12, 2025

Dear Members:

A special meeting of the Board of Trustees of Colby Community College will be held on Friday, December 12, 2025, at 12:00 pm (noon) in the Thomas Hall Boardroom of Colby Community College, Colby, Kansas, for the purpose of discussing the Dorm/Maintenance Shed RFP. To access the meeting via Zoom, please utilize this link: <https://colbycc.zoom.us/j/7507007180> or call +1 312 626 6799 US (Chicago), Meeting ID: 750 700 7180.

- I. Open the Meeting
- II. Review and Approve the Notice of Special Meeting
- III. Business
 - A. Dorm/Maintenance Shed RFP (Discussion)
- IV. Adjournment

Respectfully,

Seth Macon Carter
President



RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY
December 12, 2025

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

CALL TO ORDER

A special meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in the Thomas Hall Board Room on Monday, December 12, 2025, at 12:00 p.m. The purpose of the meeting was to discuss the Dorm and Maintenance Shed Request for Proposals (RFP).

MEMBERS PRESENT

Patrick Toth, Zack Odell, Arlen Leiker, Audrey Hines, Donna Henry, and President Dr. Seth Carter. Jessica Vaughn entered the meeting at 12:07.

OTHERS PRESENT

Nikol Nolan, Executive Vice President; Justin Villmer, Vice President of Finance and Operations; Angel Morrison, Vice President of Academic Affairs; and Melissa Rickford, Institutional Advancement Director. Doug Johnson recorded the minutes.

I. OPEN THE MEETING

Chair Toth opened the meeting at 12:00 p.m.

II. REVIEW AND APPROVE THE NOTICE OF SPECIAL MEETING

Audrey Hines made a motion to approve the Notice of Special Meeting, and Donna Henry seconded the motion. It passed 5-0.

III. BUSINESS

Dorm and Maintenance Shed RFP Discussion

The Board reviewed vendor responses and updated materials provided by QMC and Stephens Construction since the Dec. 1, 2025, meeting related to the College's request for proposals to design and construct a new student dormitory and a maintenance shed. President Seth Carter presented revised submittals, design adjustments, and a comparative analysis.

No action was taken. The vote to select a vendor is on the agenda for the Dec. 15, 2025, meeting.

IV. ADJOURNMENT

At 12:47 p.m., the meeting adjourned.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

December 12, 2025

Signed: _____
Chairperson

Signed: _____
Secretary