

KIRTLAND COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

August 20, 2020

Voluntary Educational Session - 6:00 p.m. – 6:50 p.m.

Presenters:

- Teaching & Learning Innovation at KCC Summer/Fall – Dave Cable
 - Navigating the Kirtland Website – Dr. Tom Quinn & Marj Esch
- Board of Trustee members present except Amy Knepp, Trustee
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Date: Thursday, August 20, 2020

Time: 7:00 p.m.

Location: KCC Campus & Zoom Conferencing

Type: Regular Meeting

Notice Provided in Advance: Yes

Quorum: Satisfied (minimum of four required)

Present: **Mary Ann Ferrigan, Chairman**
 Jack Kramer, Vice Chair
 Alan Bruder, Trustee via Zoom
 Ed Pearen, Secretary
 Tom Ritter, Trustee – via Telephone
 Roy Spangler, Trustee

Absent: Amy Knepp, Trustee

Kirtland Community College Guest:

Dr Tom Quinn - President
Kristen Barnhart - Finance
Matt Biermann – IT staff
Tim Chilcote – via Zoom
Michelle Vyskocil - via Zoom
Dr. Amy Fugate - via Zoom
Nathan Sutton – via Zoom
Marj Esch – via Zoom
Gina Moya – via Zoom
Chris Bowman, CFO – via Zoom

I. ROUTINE

- Call to Order: 7:06 p.m. by Mary Ann Ferrigan, Chairman
- Pledge of Allegiance
- Mission and Vision Statement - To provide innovative educational opportunities to enhance student lives and build stronger communities. Kirtland will be the first choice for learner-centered education guiding students and communities toward success.
- Roll Call – Trustee Amy Knepp was absent, all other board members were present in person, via Zoom or by telephone.
- Welcome of Guests

II. Consent Agenda:

- Motion by trustee Pearen to accept Consent agenda (A & B) as presented
 - A. Minutes from the June 18, 2020 Board of Trustee Meeting Minutes.
 - B. Minutes from the June 18, 2020 Public Hearing on College Budget
- Seconded by Trustee Kramer. Motion passed unanimously without dissent.

III. NEW BUSINESS

- Motion by trustee Kramer to amend POL 2.030 Petty Cash and move to a second read; seconded by trustee Pearen. No further discussion. Motion carries. Passed unanimously without dissent.
- Motion by trustee Pearen to amend POL 2.085 Maintenance-Custodial Grounds and move to a second read; seconded by trustee Kramer. No further discussion. Motion carries. Passed unanimously without dissent.
- Motion by trustee Pearen to amend POL 2.220 Death on Campus, and move to a second read; seconded by trustee Ritter. No further discussion. Motion carries. Passed unanimously without dissent.
- Motion by trustee Spangler to amend POL 2.185 Accreditation and move to a second read; seconded by trustee Kramer. No further discussion. Motion carries. Passed unanimously without dissent.
- Motion by trustee Pearen to amend POL 4.060 Salon Services in the Cosmetology Department and move to a second read; seconded by trustee Kramer. No further discussion. Motion carries. Passed unanimously without dissent.

IV. REPORT FROM PRESIDENT:

- A. 2020-21 Operational Plan presented to the board along with a discussion about the 2020-21 Board goals collected from the July Board Retreat.
- B. Discussion ensued regarding an October Board Retreat to discuss student housing. October date to be determined and board members notified.
- C. Financial reports discussed with board members (06/30/20 Preliminary General Fund Balance sheet and Income Statement; Auxiliary Fund Income Statement, and Phase 3 Expenditures).
- D. Discussion regarding the start of the fall semester (August 24, 2020), online, in-person, and hybrid class offerings; efforts made by administration to mitigate the spread of Covid-19 using social distancing guidelines on campuses.
- E. Phase 3 Construction Update – current progress, supply chain delays, and installation of panels.

V. Board Members Report/Open Discussion

- Discussion ensued about the October 5-8 ACC Virtual Conference; more information about registration and course topics to be discussed when information becomes available.
- Biggby Coffee update – opening date scheduled for October 25, 2020.

VI. Public Comment

- No members of the public present

VII. Announcements & Calendar Items

- July 2 & 3 - Kirtland closed in observance of Independence Day
- July 16 - Regularly scheduled July board meeting – *Canceled*
- July 23 - Board Retreat
- July 25 - Last day of summer session
- August 17 - First day of Faculty Workshop
- August 24 - First day of Fall Semester classes
- September 5-8 - Labor Day break
- September 17 – Finance Meeting & Regularly scheduled Board Meeting
- December 12, End of fall semester

VIII. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 8:15 p.m.

Minutes submitted by:
Gina Moya

Adopted by the Board during the meeting on:

Date

President's Signature