

# EXHIBIT 3

LABETTE COMMUNITY COLLEGE  
Board of Trustees Minutes  
September 8, 2016

The Board of Trustees met at 5:30 p.m. on Thursday, September 8, 2016 in the Conference Room, Student Success Center Building.

**Members Present**

Mr. Montie Taylor  
Mrs. Sophia Zetmeir  
Mr. David Winchell  
Mr. Carl Hoskins  
Mr. Pat McReynolds  
Mr. Mike Howerter

**Others Present**

Dr. George Knox  
Leanna Doherty  
Joe Burke  
Bethany Kendrick  
Lindi Forbes  
Janice Every  
Kathy Johnston

Ray Nolting  
Sue Brouk  
Chandler Gravett  
JoLene Klumpp  
Sara Daniel  
Kevin Doherty

Megan Fugate recorded the minutes.

**Adoption of Agenda (ACTION ITEM)**

Chair Hoskins asked for changes or additions to the revised agenda. President Knox added another executive session after Item IX for non-elected personnel. Mrs. Zetmeir moved to approve the revised agenda as presented. Mr. Winchell seconded and motion carried 6-0.

**Approval of Regular Meeting Minutes (ACTION ITEM)**

Chair Hoskins asked for corrections or additions to the August 11, 2016 regular meeting minutes, Mr. Winchell moved to approve the minutes as presented. Mrs. Zetmeir seconded and motion carried 6-0.

**Approval of Special Meeting Minutes (ACTION ITEM)**

Chair Hoskins asked for corrections or additions to the August 26, 2016 special meeting minutes, Mr. Winchell moved to approve the minutes as presented. Mrs. Zetmeir seconded and motion carried 6-0.

**Approval of Special Meeting Minutes (ACTION ITEM)**

Chair Hoskins asked for corrections or additions to the August 29, 2016 special meeting minutes, Mr. Winchell moved to approve the minutes as presented. Mrs. Zetmeir seconded and motion carried 6-0.

**Introductions**

President Knox introduced Dr. JoLene Klumpp, Psychology Instructor, and Sara Daniel, Student Support Services Academic Advisor.

**Reports and/or Board Discussion**

**Bluffstone Report**

Dr. Knox reported that they have closed on all the properties and the owners will vacate by September 30<sup>th</sup>. Bluffstone and LCC Administrators will have weekly meetings regarding the construction.

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### Faculty Senate Report

None

### SGA Report

Chandler Gravett was in attendance to give a short report.

### Administrative Report

*Comparison of expenditures to the budget* – Leanna Doherty had placed the August financial report at the table. At the end of August we were 17% through the year. The general fund was 16% expended and the technical education/vocational fund was 17% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

Vice-President Doherty placed the information about the Cherokee Center at the Trustees place as requested by Trustee Howerter.

Kevin Doherty gave an update on the renovations of the library, there will be bid specs at the October meeting. He also gave an update on the Cherokee Center Roof.

### President's Report

Dr. Knox gave a short report.

### **Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)**

None

### **New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)**

#### 2016 Annual Report

Joe Burke, VP of Academic Affairs reviewed the information.

#### Professional Staff Employment Letter

Mr. McReynolds moved to approve the Professional Staff Employment Letter for Sara Daniel, Student Support Services Academic Advisor, at a salary of \$32,000, beginning September 6, 2016. Mrs. Zetmeir seconded and motion carried 6-0.

#### Approval of Bills

Mr. Winchell moved to approve the payment of the bills. Mrs. Zetmeir seconded and motion carried 6-0.

#### Public Comment

Trustee Hoskins commented about the positive feedback he has heard in the community with the progression of student housing.

#### Executive Session

Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individuals to be discussed.

Mrs. Zetmeir moved to recess into executive session at 6:10pm (time) for 10 minutes for the purpose of discussing personnel matters of nonelected personnel. Inviting in Dr. George Knox, Leanna Doherty, Janice Every, and Joe Burke.

The Board will return to open meeting at 6:20pm in this room. Mr. Winchell seconded and motion carried 6-0.

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The Board reconvened taking no action.

### Executive Session

Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individuals to be discussed.

Mrs. Zetmeir moved to recess into executive session at 6:25pm (time) for 15 minutes for the purpose of discussing personnel matters of nonelected personnel. Inviting in Leanna Doherty and Janice Every.

The Board will return to open meeting at 6:40pm in this room. Mr. McReynolds seconded and motion carried 6-0.

The Board reconvened at 6:40 pm.

Mr. Taylor moved to authorize Janice Every to start the process of a presidential search with an initial budget amount of \$10,000. Mrs. Zetmeir seconded and motion carried 5-1. Trustee Winchell voted against the motion.

### Next Board Meeting: Date, Place, Time, and Tentative Agenda Items

Chair Hoskins reminded everyone of the next regular meeting of the Board of Trustees scheduled for October 13, 2016 at 5:30 p.m., Conference Room, Student Success Center Building.

### Adjournment

Mr. Howerter moved to adjourn the meeting at 6:44pm. Mrs. Zetmeir seconded and motion carried 6-0.

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Megan Fugate, Clerk of the Board