

EXHIBIT 3

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
August 10, 2017

The Board of Trustees met at 5:30 p.m. on Thursday, August 10, 2017 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. Mark Watkins
Leanna Doherty
Joe Burke
Tammy Fuentez
Kathy Johnston
Kevin Doherty

Ryan Phillips
Elizabeth Robinson
Emily Vance
Rod Landrum
Colleen Williamson
Rick Carpenter

Megan Fugate recorded the minutes.

Public Hearing

At 5:30 pm, Chair Hoskins opened the public hearing for the 2017-2018 Community College budget. There was no increase to the mill levy for the last 14 years. After a short discussion, Chair Hoskins closed the public hearing at 5:37pm.

Adoption of Agenda (ACTION ITEM)

Chair Hoskins asked for changes or additions to the revised agenda. President Watkins had no changes. Mrs. Zetmeir moved to approve the agenda as presented. Mr. McReynolds seconded and motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Hoskins asked for corrections or additions to the July 20, 2017 regular meeting minutes, Mr. Taylor moved to approve the minutes as presented. Mrs. Zetmeir seconded and motion carried 6-0.

Reports and/or Board Discussion

Bluffstone Report

No report

Faculty Senate Report

No report

SGA Report

No report

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Administrative Report

Comparison of expenditures to the budget – Leanna Doherty had placed the July financial report at the table. At the end of July we were 8% through the year. The general fund was 7% expended and the technical education/vocational fund was 7% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

Vice-President Doherty reported that the audit is scheduled for the first week of October.

President's Report

Dr. Watkins gave a short report.

Introduction of New Employees

President Watkins introduced Emily Vance, Assistant Softball Coach and Elizabeth Robinson, Student Support Services Academic Coordinator.

Facilities Update

Kevin Doherty gave a short update on facilities projects.

Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

Adoption of 2017-2018 Budget

Mr. Winchell moved to approve the adoption of the 2017-2018 Budget. Mrs. Zetmeir seconded and motion carried 6-0.

New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

Professional Staff Resignation

Mr. McReynolds moved to approve the resignation of Melissa Nance, Student Life Coordinator effective July 27, 2017 and authorize administration to begin a search for a replacement. Mr. Howerter seconded and motion carried 6-0.

Professional Staff Employment Letter

Mrs. Zetmeir moved to approve the Professional Staff Employment letter for Elizabeth Robinson, Student Support Services Academic Coordinator, at a salary of \$35,000 beginning July 24, 2017. Mr. Taylor seconded and motion carried 6-0.

Policy Approval

Mr. Winchell moved to approve Policy 4.05 Residency and Policy 4.08 Student Code of Conduct. Mr. McReynolds seconded and motion carried 6-0.

Policy Review

The board will review Policy 4.03 Financial Aid, Policy 4.04 Scholarship and Assistance Goals and Policy 7.05 Administrator and Professional Staff Agreement. We will ask for action to be taken at the September meeting.

Professional Staff Employment Letter

Mr. McReynolds moved to approve the Professional Staff Employment Letter for Tiffany Conner, Assistant Women's Basketball Coach, at a salary of \$19,560 for 42 weeks, beginning August 21, 2017. Mr. Taylor seconded and motion carried 6-0.

Mr. McReynolds moved to approve the Professional Staff Employment Letter for Terri Leroy, Student Life Coordinator, at a salary of \$29,000 beginning August 14, 2017. Mrs. Zetmeir seconded and motion carried 6-0.

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Mr. McReynolds moved to approve the Professional Staff Employment Letter for Linseh Johnson, Workforce Education/Career Training/Personal Enrichment Director, at a salary of \$42,000, beginning August 28, 2017. Mr. Winchell seconded and motion carried 6-0.

Approval of Bills

Mr. Howerter moved to approve the Claims Register. Mrs. Zetmeir seconded and motion carried 6-0.

Public Comment

None

Executive Session

Executive Session to have preliminary discussions about the acquisition of real property.

Mrs. Zetmeir moved to recess into executive session at 6:09pm (time) for 15 minutes to have preliminary discussions about the acquisition of real property. Inviting in Dr. Mark Watkins, Leanna Doherty, Tammy Fuentez and Joe Burke.

The Board will return to open meeting at 6:24pm in this room. Mr. McReynolds seconded and motion carried 6-0.

The executive session is required to protect the public interest in obtaining the property at a fair price.

Reconvened into open session at 6:24pm.

Mr. Howerter moved to recess into executive session at 6:24pm (time) for 10 minutes to have preliminary discussions about the acquisition of real property. Inviting in Dr. Mark Watkins, Leanna Doherty, Tammy Fuentez and Joe Burke.

The Board will return to open meeting at 6:34pm in this room. Mr. McReynolds seconded and motion carried 6-0.

The executive session is required to protect the public interest in obtaining the property at a fair price.

Reconvened into open session at 6:34pm.

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 September 14, 2017 at 5:30 p.m., Conference Room, Student Success Center Building.

Adjournment

Mr. Howerter moved to adjourn the meeting at 6:36pm. Mr. McReynolds seconded and motion carried 6-0.

Megan Fugate, Clerk of the Board