

# EXHIBIT 3

LABETTE COMMUNITY COLLEGE  
Board of Trustees Minutes  
March 10, 2016

The Board of Trustees met at 5:30 p.m. on Thursday, March 10, 2016 in the Conference Room, Student Support Services 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  
Lindi Forbes  
Bethany Kendrick  
Malena Kipp  
Tanim Dillion  
Sydney Pemberton  
Rebekah Elliott  
Sue Brouk

Cathy Kibler  
Josh Ghering  
Levi Sprague  
Shawna Yockey  
Megan Thompson  
Raven Martinez  
Tammy Fuentez  
Kathy Johnston

Megan Fugate recorded the minutes.

**Adoption of Agenda (ACTION ITEM)**

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

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

Chair Hoskins asked for corrections or additions to the February 18, 2016 regular meeting minutes, Mrs. Zetmeir moved to approve the minutes as presented. Mr. Winchell seconded and motion carried 6-0.

**Reports and/or Board Discussion**

**Bluffstone Update**

Bluffstone provided a letter from their attorney verifying financing.

**Faculty Senate Report**

No report

**SGA Report**

Malena Kipp was present to give a short report.

## EXHIBIT 3

### Administrative Report

#### Budget Process and Budget Assumptions for 2016-2017

Vice-President Doherty reviewed the 2016-2017 budget assumptions with the Board. The revenue issues she addressed included dwindling state dollars, possible increase in tuition and fees, and lower property values. General price increases in paper, supplies, and utilities were discussed.

*Comparison of expenditures to the budget* – Leanna Doherty had placed the February financial report at the table. At the end of February we were 2/3 of the way through the year, the general fund was 66% expended and the technical education/vocational fund was 59% expended.

She invited questions from the Trustees and welcomed phone calls at a later date.

### President's Report

Dr. Knox gave a short report.

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

#### Tuition and Fees 2016-2017

After a discussion about the increase of tuition and fees, Mrs. Zetmeir moved to approve a \$2 increase in tuition and \$2 increase in fees, for a total of a \$4 increase in all residency categories for the 2016-2017 school year. Mr. McReynolds seconded and a vote by a show of hands resulted in the motion failing 3-3. Mr. McReynolds, Mr. Hoskins, and Mrs. Zetmeir voted yes; Mr. Howerter, Mr. Winchell and Mr. Taylor voted no.

Mr. McReynolds moved to approve a \$1 increase in tuition and \$1 increase in fees, for a total of a \$2 increase in all residency categories for the 2016-2017 school year. Mrs. Zetmeir seconded and a vote by a show of hands resulted in the motion passing 4-2. Mr. McReynolds, Mr. Hoskins, Mr. Taylor and Mrs. Zetmeir voted yes; Mr. Howerter and Mr. Winchell voted no.

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

#### Faculty Retirement

Allison Colson, English Instructor, submitted her letter of retirement effective June 1, 2016 and Melvetta Severt, English Instructor, submitted her letter of retirement effective at the end of her contract. Mr. Winchell moved to approve the administration to begin a search for a replacement. Mrs. Zetmeir seconded and motion carried 6-0.

#### Policy Approval

Mrs. Zetmeir moved to approve Policy 3.01 Curriculum. Mr. McReynolds seconded and motion carried 6-0.

Mrs. Zetmeir moved to approve Policy 4.081 Student Grievance. Mr. Taylor seconded and motion carried 6-0.

#### Approval of Bills

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

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### Public Comment

Mrs. Zetmeir wanted to say thank you to everyone for the plant and condolences after the passing of her mother.

Raven Martinez addressed the Board that she was pleased to see discussion about the issues during the meeting. She also addressed the Board about the amount of tax revenue the College receives from agricultural land.

### Executive Session

Executive Session for the purpose of discussing employer-employee negotiations.

Mrs. Zetmeir moved to recess into executive session at 6:30pm (time) for 5 minutes for the purpose of discussing employer-employee negotiations.

The Board will return to open meeting at 6:35pm in this room. Mr. McReynolds seconded and motion carried 6-0.

The executive session is required to protect the public interest in negotiating a fair and equitable contract.

The Board reconvened at 6:35pm taking no action.

### 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 April 14, 2016 at 5:30 p.m., Conference Room, Student Support Services Building.

### Adjournment

Mrs. Zetmeir moved to adjourn the meeting at 6:35pm. Mr. Winchell seconded and motion carried 6-0.

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Megan Fugate, Clerk of the Board