

EXHIBIT 3

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
July 11, 2019

The Board of Trustees met at 5:30 p.m. on Thursday, July 11, 2019 in the Conference Room, Student Success Center Building.

Members Present

Mr. Montie Taylor
Mr. Rod Landrum
Mr. David Winchell
Mr. Pat McReynolds
Mr. Mike Howerter

Members Absent

Mr. Carl Hoskins

Others Present

Dr. Mark Watkins
Leanna Doherty
Joe Burke
Janice Every
Jason Sharp

Kathy Johnston
Chandler Gravett
Kassie LaForte
Tammy Fuentez

Megan Fugate recorded the minutes.

Election of Officers for the Board of Trustees

Chair McReynolds opened the floor for Board Chair nominations. Mr. Howerter nominated Pat McReynolds for chairperson for another six months due to the November Trustee election. Mr. Landrum seconded, after a discussion, motion failed 0-5. Mr. Landrum nominated David Winchell for chairperson. Mr. Howerter seconded. Nominations ended and motion carried 5-0.

For Vice-Chair, Mr. Howerter nominated Rod Landrum and Mr. Taylor seconded. Nominations ended and motion carried 5-0.

Mr. Taylor moved to approve the following:

- Carl Hoskins, KACCT (Kansas Association of Community Colleges)
- Rod Landrum. KACCT Alternate
- Megan Fugate as Clerk of the Board
- Leanna Doherty as Treasurer
- David Markham and KASB as the legal services provider for the year
- Parsons Sun as the paper of record.

Mr. Landrum seconded and motion carried 5-0.

Mr. Landrum moved to approve the following Presidential appointments:

- The Emergency Executive Succession Plan as presented.
- The Sexual Harassment Plan as presented.
- Megan Hentzen, Payroll Specialist, ADA Coordinator
- Leanna Doherty, VP of Finance and Operation & Janice Every, Human Resource Director, Affirmative Action Officers (students also have the option of going to the Vice President of Student Affairs with a problem).
- Leanna Doherty, Public Information Officer.
- Kevin Doherty, Emergency Services Contact.
- Dr. Mark Watkins, President and Bethany Kendrick, Public Relations Director, Kansas Association of School Boards (KASB) Governmental Relations Network Contact.
- Title IX Coordinator, Tammy Fuentez

Mr. McReynolds seconded and motion carried 5-0.

Adoption of Agenda (ACTION ITEM)

Chair Winchell asked for changes or additions to the revised agenda. President Watkins had no changes. Mr. McReynolds moved to approve the revised agenda as presented. Mr. Howerter seconded and motion carried 5-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Winchell asked for corrections or additions to the June 13, 2019 regular meeting minutes, Mr. Howerter moved to approve the minutes as presented. Mr. Landrum seconded and motion carried 5-0.

Reports and/or Board Discussion

Faculty Senate Report

No report

Administrative Report

Comparison of expenditures to the budget – Leanna Doherty had placed the June financial report at the table. At the end of June we were through the year. The general fund was 93% expended and the technical education/vocational fund was 92% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

Vice President Doherty gave an update on the athletic insurance. Mr. Taylor moved to approve renewing the athletic insurance with Bollinger Insurance, Wood-Dulohery, in the amount of \$81,133. Mr. Landrum seconded and motion carried 5-0.

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Vice-President Doherty gave a facilities update.

President's Report

Dr. Watkins introduced Chandler Gravett. He was in attendance to represent the LCC PBL Club. Carolyn Cassel, Abigail Ford, Chandler Gravett and Josie Smith along with their Advisor, Cathy Kibler, attended the 77th PBL National Leadership Conference in San Antonio, Texas. Abigail Ford and Chandler Gravett from Labette Community College in Parsons received national recognition at the PBL Awards of Excellence Program on June 27. Ford competed in Marketing Concepts and brought home ninth place. Gravett competed in two events, Business Law, earning tenth place and Public Speaking, bringing home seventh place. Gravett was also recognized as Who's Who in PBL at the Opening Ceremony on June 24. Smith will be serving Kansas PBL as the 2019- 2020 state treasurer.

Dr. Watkins will be attending the Labette Health Foundation Luncheon on Friday.

Dr. Watkins announced that our Nursing Program and our Radiography Program have a 100% pass rate for their students.

Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

None

New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

BOT Regular Meeting Dates and Times

Mr. Landrum moved to approve the regular meeting scheduled for the second Thursday of the month at 5:30pm through July 2020. The March 12th meeting will be moved to March 5th, due to a conflict. Mr. Taylor seconded and motion carried 5-0.

Professional Staff Resignation

Mr. McReynolds moved to approve the resignation of Marcie Ryan, Case Worker/Advisor, effective August 9, 2019 and authorize administration to begin a search for a replacement. Mr. Landrum seconded and motion carried 5-0.

Faculty Contract Ratification

Mr. Howerter moved to approve the faculty contract for Tom Brungardt, Biology Instructor. The contract begins on August 12, 2019 at Masters plus 6, step 10, at a salary of \$43,390. Mr. Taylor seconded and motion carried 5-0.

Approval of Bills

Mr. McReynolds moved to approve the Claims Register. Mr. Howerter seconded and motion carried 5-0.

No Executive Session Needed

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Master Agreement Contract Ratification

Mr. Taylor moved to approve the Master Agreement for the 2019-2020 school year. Mr. Landrum seconded and motion carried 5-0.

Administration, Professional Staff, Educational Support Staff Salary Increases

Mr. McReynolds moved to approve the following:

- Issuance of administration and professional staff contracts for the 2019-2020 fiscal year according to the current terms and provisions of such contracts. Such contracts include a 3% salary increase.
- A 3% salary increase for educational support staff for the fiscal year 2019-2020.
- A \$5 increase to the 403(b) monthly matching contribution to begin in September for administration, professional staff and educational support staff.

Mr. Howerter seconded and motion carried 5-0.

New Professional Staff Positions

Mr. Landrum moved to approve the new professional staff position Career Technical Education (CTE) Success Coach and begin a search for this position and for an Admissions Recruiter/Advisor and authorize the start of a search for this position. Mr. McReynolds seconded and motion carried 5-0.

Public Comment

- Mr. Landrum wanted to thank Pat McReynolds for the leadership over terms as chairperson.
- Mr. McReynolds reminded everyone of the PTA pinning on July 27th.
- Mr. Taylor wanted to thank Trudy for the meal.

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

Chair Winchell reminded everyone of the next regular meeting of the Board of Trustees scheduled for August 8, 2019 at 5:30 p.m., Conference Room, Student Success Center Building.

Adjournment

Mr. Landrum moved to adjourn the meeting at 6:28pm. Mr. McReynolds seconded and motion carried 5-0.

Megan Fugate, Clerk of the Board