

# EXHIBIT 3

LABETTE COMMUNITY COLLEGE  
Board of Trustees Minutes  
September 12, 2019

The Board of Trustees met at 5:30 p.m. on Thursday, September 12, 2019 in the City Council Room, Oswego, Kansas.

**Members Present**

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

**Others Present**

Dr. Mark Watkins  
Leanna Doherty  
Joe Burke  
Jason Sharp

Lindi Forbes  
Bethany Kendrick  
Kevin Doherty  
Kassie LaForte

Megan Fugate recorded the minutes.

**Adoption of Agenda (ACTION ITEM)**

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

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

Chair Winchell asked for corrections or additions to the August 8, 2019 regular meeting minutes, Mr. Landrum moved to approve the minutes as presented. Mr. Hoskins seconded and motion carried 6-0.

**Reports and/or Board Discussion**

**Faculty Senate Report**

None

**SGA Report**

None

**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 15% expended and the technical education/vocational fund was 14% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

Kevin Doherty gave an update on current facilities projects.

## President's Report

President Watkins gave a short report.

Lindi Forbes gave a Capital Campaign update.

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

None

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

### 2019 Annual Report

Vice-President Burke reviewed the Annual Report.

### Policy Approval

Mr. McReynolds moved to approve Policy 7.01 Administrators and Professional Staff: Conditions of Employment and Policy 8.01 Educational Support Staff: Conditions of Employment. Mr. Winchell seconded and motion carried 6-0.

### Professional Staff Employment Letter Confirmation

Mr. Landrum moved to approve the following Professional Staff Employment Letters:

- Karlee Henson, Admissions Recruiter/Advisor, at a salary of \$30,000, beginning August 26, 2019.
- Stephanie Spitz, Part-Time CTE Success Coach, at \$20.00/hour, beginning September 2019.

Mr. Hoskins seconded and motion carried 6-0.

### Approval of Bills

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

### Gymnasium Roof Repair

Mr. Hoskins moved to approve the bid specs and sending out for bids for the gymnasium roof. Mr. Landrum seconded and motion carried 6-0.

### Public Comment

Mr. Taylor appreciated the City of Oswego allowing us to use the City Commissioners Room for the meeting. It is a great space and we are glad we were able to have a meeting in Oswego.

Mr. Taylor also gave a reminder about the 36<sup>th</sup> Annual Sunbelt Special Rodeo on September 21<sup>st</sup> & 22<sup>nd</sup>.

Mr. Landrum complemented the new banners on the light poles placed around campus.

Mr. Winchell commented the video that was put together for the Capital Campaign was wonderful.

Bethany Kendrick informed the Trustees about the Exercise Science classes partnering with Garfield School to paint activities on their playground, such as hopscotch. An article will be in the Parsons Sun.

## EXHIBIT 3

Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individual(s) to be discussed.

Mr. Landrum moved to recess into executive session at \_\_\_ 6:52pm \_\_\_ (time) for \_\_\_ 10 \_\_\_ minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at \_\_\_ 7:02pm \_\_\_ in this room. Inviting in Dr. Mark Watkins, Leanna Doherty, Joe Burke, and Jason Sharp.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Mr. Taylor seconded and motion carried 6-0

Reconvened into open session at 7:02pm.

Mr. Landrum moved we recess into executive session at \_\_\_ 7:02pm \_\_\_ (time) for \_\_\_ 10 \_\_\_ minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at \_\_\_ 7:12pm \_\_\_ in this room. Inviting in Dr. Mark Watkins, Leanna Doherty, Joe Burke, and Jason Sharp.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Mr. Howerter seconded and motion carried 6-0

Reconvened into open session at 7:12pm.

Mr. Landrum moved to approve the retirement of Joe Burke, Vice President of Academic Affairs, with well wishes, effective January 1, 2020 and release him from the remainder of his contract. Mr. Taylor seconded and motion carried 6-0.

Mr. Hoskins moved to approve Dr. Jason Sharp, current Dean of Instruction, to the Interim Vice President of Academic Affairs for a six month contract to run January 1, 2020-June 30, 2020 at an annual salary of \$91,000. Mr. Landrum seconded and motion carried 5-1. Mr. McReynolds voted against the motion.

### **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 October 10, 2019 at 5:30 p.m., Conference Room, Student Success Center Building.

### **Adjournment**

Mr. Hoskins moved to adjourn the meeting at 7:16pm. Mr. Landrum seconded and motion carried 6-0.

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Megan Fugate, Clerk of the Board