

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT
REGULAR MEETING – November 27, 2023 – 4:30 PM
Webex Phone/Video conference or Cedar Mountain Conference Room (255)
2801 W 9th St Craig CO 81625

MINUTES

President McPherson called the meeting to order at 4:30pm

Attendance

Present-

Board Members: Terry Carwile, Jennifer Holloway, Denise Kleinschnitz, Kirstie McPherson, Christina Oxley, Judy Lewis (Board Budget Officer)

College Members: James Caldwell, Brett Caskey, Keely Ellis, Lisa Jones, Jesse LaRose, Angela Miller, Keith Peterson, Kelly Scott, Jessica Wollman

Excused:

Board Members: Jesse Jackson (Craig City Council Liaison)

1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call

2.0 Public Input- None

3.0 Approve/Change Agenda – Christina Oxley motioned to move the guest speaker (item 4.6) up to 4.2 to allow for uninterrupted time to interview Board candidates. Jennifer Holloway seconded the motion. All members voted in favor. Motion carried.

4.0 New Business

4.1 Approval of Minutes from the Regular Meeting September 18, 2023- Christina Oxley motioned to approve the minutes as written. Denise Kleinschnitz seconded the motion. All members voted in favor. The motion carried.

4.2 Presentation: Jessica Wollman, Associate Director of Financial Aid presented an update to the Board regarding the Craig scholarship, open to all students taking most of their credit-based courses in Craig in pursuit of a certificate or a degree. Full time student scholarships will be funded at \$1,000 annually and part time student scholarships will be funded at \$500 annually. This dollar amount increased by 100% from the year prior. Terry Carwile indicated that this will help mitigate the impact of the reduction in the MCAJCD tuition buy-down. Christina Oxley motioned to approve this scholarship that will go into effect for the 2024-25 academic year. Jennifer Holloway seconded the motion. All voted in favor. Motion carried.

4.3 Approve Financials (October 2023) and financial update- Christina Oxley motioned to approve the Financials with a second made by Jennifer Holloway. All Board members voted in favor. The motion carried.

4.4 Board Interviews for 2 open positions – The following three candidates were interviewed by the Board for the two open positions:

1. Amanda Arnold
2. Kirstie McPherson
3. Cuyler Meade

As Kirstie McPherson was a candidate applying for her open seat, Jennifer Holloway took over the role as Board President and led the interview process.

Candidate Interview

First question: What made you want to serve on the Board and what expertise do you bring that would make you an effective Board member?

Cuyler Meade: The College is an asset to the community. My family moved here after looking at all the opportunities available to us, with the College being one. Craig is my home now and I have invested my time and skills in roles that make a difference here-Craig Daily Press, Memorial Regional Hospital and Moffat County School District. I am a mission driven and vision-oriented thinker who hopes to infuse my management and leadership expertise in this role.

Amanda Arnold: In my current position, I serve Routt and Moffat Counties. I grew up here, went off to college and then chose to return. When my children were in pre-school, I became a very active volunteer in the community. I served as Executive Director for the United Way because service and community leadership are important to me. Along with public and community service, I have a strong health care background and after some years in the public sector, I returned to health care which I love. I saw the Board opportunity on Facebook and was immediately interested, seeing this as an opportunity to make a difference. My husband works at the power plant, and I see the College as an important part in the city's economic future.

Kirstie McPherson: After serving on the Board for the last three years, I have seen what it takes to get people mobilized and involved. I believe in education, especially during this time of transition, as important to securing the future for citizens and the county. We only have a few years left before the plant closes and we need to be ready. I am a business owner having opened and run several successful businesses concurrently. I have proven to be a good steward of taxpayer dollars and I know the inner workings of a Board, this Board, and the College System.

Second Question: We are facing a serious transition in our economy. What do you feel is the role of CNCC in economic development locally and in our region?

Kirstie McPherson: The College will not drive the economic train. We must know what we are transitioning our employees to. It's taking what we know and leveraging that. The community must say what it needs and then we must respond. Do we want to direct our efforts toward energy diversification and growth, or energy *and*..... One third of the people, based on current data, will start their own business. We know this, for example. The College then should deploy thought leadership and a response plan when the right people provide input.

Cuyler Meade: The College is an important part of the formula but won't be the primary engine....it will be the connector. The community must choose, with a willingness to consider what's needed first. Prioritization. What is impressive and helpful is the College's willingness to be nimble and responsive. It takes a lot less

time for CNCC to stand up a program than a university. I agree that CNCC needs to invoke thought leadership (best practice in solving specific problems) and engage with the community to identify, in a prioritized fashion, what is needed.

Amanda Arnold: The College needs to get ahead of what is going on. Having a seat at the table. Tri-State is already paying for employees to go to school. We (CNCC) need to be at the table. We are missing the boat now. I worry that the impression is that the college doesn't follow through on things. They sit at the table and don't follow up.

Terry Carwile thanked the candidates and encouraged each to think about a road map to get people involved in the College. He also encouraged each going forward to go through the election process. It will require that they obtain the signatures of 50 people on a petition, which is a lot of work, but these 50 people will know your name and then see you on the ballot. He then applauded Amanda for her work through United Way and her presentations to the community on "Positions out of Poverty".

Candidate Questions Closed

President Holloway thanked the candidates and asked that they step into the hallway for Board deliberations.

Terry Carwile excused himself from deliberations as he did not feel it was appropriate to select his Board replacement. He joined the candidates in the hallway.

Board Deliberations

Board members Holloway, Oxley and Kleinschnitz discussed the desire to bring diversity in expertise, experience, and perspective to the Board. Having on the Board individuals who have served in the community, has experience as a business owner, strong relationships with the hospital and school district and understands how to effectively communicate with stakeholders are essential. Discussions pertaining to the skills above ensured and in the end the following decision was reached:

- 4.5 **Board appointment and swearing in-** Christina Oxley motioned to approve the appointments of candidates Kirstie McPherson and Cuyler Meade to the Board for the 2023-2027 term. Denise Kleinschnitz seconded the motion. All voted in favor with a unanimous decision.

The candidates were invited back to the Board room (Joined by Terry Carwile who participated in the rest of the meeting). Jennifer Holloway thanked all candidates and indicated how amazing they all were. She informed Amanda Arnold that she was not selected but encouraged her to pursue a Board seat in the future as her skills were impressive.

Jennifer Holloway swore in new Board members Meade and McPherson. They both signed and received copies of the appropriate Board materials before taking their seats at the Board table.

- 4.6 Board elections

- 4.6.1 President -Denise Kleinschnitz motioned to retain Kirstie McPherson as Board President. Jennifer Holloway seconded this motion. All voted in favor. The motion carried.
 - 4.6.2 Treasurer -Denise Kleinschnitz motioned to retain Jennifer Holloway as Board Treasurer. Christina Oxley seconded the motion. All voted in favor. The motion carried.
 - 4.6.3 Secretary-Denise Kleinschnitz motioned to retain Christina Oxley as Board Secretary. Jennifer Holloway seconded the motion. All voted in favor. The motion carried.
- 5 Old Business- Kirstie McPherson took the gavel back as President and identified that there was no old business.
- 6 College Reports
 - 6.3 CNCC President's Report, Lisa Jones
 - 6.4 Vice President of Administration, James Caldwell
 - 6.5 Vice President Instruction Report, Keith Peterson- VP Peterson provided a quick update on the Opportunity Now grant.
 - 6.6 Vice President of Student Services, Brett Caskey
 - 6.7 Craig Campus Dean, Jesse LaRose
 - 6.8 Executive Director of Institutional Effectiveness, Kelly Scott
 - 6.9 Executive Director of Advancement, Keely Ellis
 - 6.10 Executive Director of Human Resources, Angie Miller
- 7 City Council Liaison Update-President McPherson stated that the Board may have assigned to it another City Council representative given Mr. Jackson's current schedule.
- 8 Public Input-none
- 9 Adjourn- Christina Oxley motioned to adjourn the meeting. Jennifer Holloway seconded the motion. All voted in favor. The motion carried. The meeting adjourned at 6:03p.m.
 - 9.1 Next **meeting January 15, 2024, 4:30pm. At this meeting-Board headshots will be taken, and Terry Carwile will be honored.**