

**RANGELY JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES**

Regular Session
Johnson Banquet Room
Monday, January 11, 2016
12 noon

PRESENT

Board of Trustees: Teri Wilczek, Peggy Rector, Ann Brady, Sam Tolley and Ken Parsons

President's Cabinet Members: Russell George, and John Bottelberghe
Others Present: Roger Ficken, Facilities Director, Michael Melneck, Grants Administrator; Linda Gordon, RJCD Budget Officer; and Becky Dubbert, Recorder

1.0 Call Meeting to Order:

Regular Session was called to order by Teri Wilczek at 12:12 p.m.

1.1 Changes to the Agenda

No changes were made to the agenda.

Peggy Rector pointed out that in the minutes recorded for the December 14, 2015 Regular Board Meeting, the motion for payment of the bills was not found under Agenda Item 5.0 Payment of RJCD Bills. She requested that the motion be added. A motion was made by Sam Tolley and seconded by Peggy Rector that the Board approve the payment of bills as presented by Linda Gordon. Motion carried.

2.0 Consideration of Previous Minutes

2.1 Approval of the Monday, December 14, 2015 RJCD Regular Board Meeting Minutes.

A motion was made by Ann Brady and seconded by Peggy Rector that the Board approve the December 14, 2015 regular board meeting minutes as presented. Motion carried.

3.0 Action/Discussion Items

3.1 Business

3.2 New Business

- a. Resolution 2016-01 to set Board's 2016 meeting date, time & place. A motion was made by Ann Brady and seconded by Peggy Rector that the Board approve the meeting date as the second Monday of each month at 12 noon—1:30pm in the Johnson Banquet Room. Motion carried.
- b. Resolution 2016-02 to set Board's 2016 Agenda Posting Places. A motion was made by Sam Tolley and seconded by Ann Brady that the Board approve posting places outside Becky Dubbert's office, outside the Johnson Banquet Room door and at the Rangely Town Hall lobby. Motion carried.
- c. Ken Parson's request to review financials regarding the loan between RJCD and CNCC. Linda Gordon explained to Ken that the memorandum was provided by Ann Brady and signed by Russ George to explain the loan for the completion of the Rector Remodel. Ken Parsons was concerned about the current circumstances CNCC was facing—the reduced mill levy for the district and he noted the college initially quoted the final cost for the remodel was \$3,909,119.10. The MOU continued by stating that money contributed by new and old grants and donations from CNCC was \$534,255.30, leaving \$374,863.80 unfunded. The RJCD had agreed to pay the balance of \$374,863.80 based on the agreement that CNCC would pay back the entire amount—the loan did finish the Rector building, but left \$110,000 on the table. Previous discussions had the Board agreeing that the \$110,000 worth of concrete for new sidewalk still needed to be done. Parsons asked that although the grace period for paying the loan back was fast approaching, he wondered how CNCC could afford to pay RJCD back with the current economic downturn.

John Bottelberghe (JB) and Russell George explained that cuts may have to be made at the upcoming CNCC budget reviews. The budget sessions will begin in February and they hope to have the whole budget finalized by April. These issues may cause CNCC to shrink back with the budget—so priorities would need to be set in the next few months. Russ George said the first priority would be the lead clean-up on the BLM property that has the NPS rifle range in full operation. George indicated that the BLM may be open to selling the BLM land to CNCC. This would take the BLM standards for lead cleanup out of the plan, and the lead cleanup could actually be done “in house,” by CNCC without having to go out to bid. There was a previous plan discussed that would scoop and filter the lead, and the dust would be a major problem for the nearby La Mesa subdivision during the clean-up.

JB and Russ George continued to report on the need for the Johnson building remodel. There will be no money funded by the State for the remodel because it is an auxiliary issue. On the Sodexo side of the building the cost could be as high as \$1million. These funds may be obtained from reserves from profits from Sodexo and renting rooms. The cost for a full remodel could run up to \$4million. JB said that he needed to run the numbers again and possibly have Sodexo help with financing the remodel.

- d. John Bottelberghe reported that the repair of the decking on the McLaughlin roof created a large amount of change orders from the roofer which put the cost at \$130 thousand dollars above the \$801,000 initially planned for. JB added that it would probably cost \$900,000. The shortfall from the grant allowance could be \$100,000. Russ George has asked JB to research the current budget and find \$100,000 by going through budget line items to look for vacancy savings.

4.0 CNCC College Report

- Russ George reported that the paperwork for one Advisory Council member would be submitted to the State Board at the February 10, 2016 meeting where Peggy Rector’s new role as appointed Advisory Council member representing the RJCD will be presented to the State Board for approval. Russ George prepared Rector’s resume for its submission. Sam Tolley continues as a member. Dennis King resides outside the CNCC service area so he can’t renew his Advisory Council membership, but he will stay on the CNCC Foundation Board.
- Russ George asked the Foundation Board to consider possible additions to the Advisory Council and present proposals at the next Advisory Council meeting on February 11, 2016.
- Tresa England was set to retire in two weeks and the enrollment services staff was trained and built in behind her. England may come back on contract after the required time period for returning on contract has passed.
- Mary Morris has retired as the Craig Campus Director of Community Education and Desiree Moore has taken on Morris’s position, creating a vacancy in the recruiter position.
- Jeff Stoddard has resigned as the CNCC Marketing Director and 22 year-old Craig native, Kirstie McPherson has been hired on as the interim marketing director for the next six months.
- John Bottelberghe reported that the CCITF grant was closed out, but that testing and balancing was still needed.
- George reported that CNCC classes had begun and that there were several wait-listed classes at this point and retention looked good.
- METRO state college students were resuming their flight training again this summer at the CNCC Rangely airport.

5.0 Payment of RJCD Bills

Linda Gordon reported that the following checks were being presented for payment—one to CNCC \$171,770.66 for November 2015 operating and tuition bill, one to CNCC \$47,684.68 for November 2015 Capital/Maintenance and one to Linda Gordon for \$1,600 for December 2015 contract labor and one for reimbursement of Board Meeting lunches from 12/15/15 for \$58.79. She had not received the

bill for the Board liability insurance but she would probably receive it soon since it renews on 1/16/16. She will write a check for \$1,175 and get signatures for approval when the quote comes through so the insurance will not expire. A motion was made by Sam Tolley and seconded by Ann Brady that the Board approve the payment of RJCD bills as presented by Linda Gordon. Motion carried.

6.0 Other

7.0 Adjournment

A motion was made by Teri Wilczek that the Board adjourn the meeting at 1:00 p.m. Motion carried.