

**RANGELY JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES**

Regular Session
Striegel Conference Room
Monday, April 11, 2016
11:30 a.m.

PRESENT

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

Board Members Absent: Ken Parsons

President's Cabinet Members: Russell George, Jeff Devere, Judy Allred, Roger Ficken, and John Bottelberghe
Others Present: Michael Melneck, Grants Administrator; Scott Rust, Controller, 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 11:08 a.m.

1.1 Changes to the Agenda

Roger Ficken asked the Board to add the HVAC Balancing item to the agenda. A motion was made by Ann Brady and seconded by Sam Tolley that the Board add the Balancing item under Old Business c. on the agenda. Motion carried.

2.0 Consideration of Previous Minutes

2.1 Approval of the Monday, March 21, 2016, RJCD Regular Board Meeting Minutes.

A motion was made by Peggy Rector and seconded by Sam Tolley that the Board approve the Monday, March 21, 2016 regular board meeting minutes as presented. Motion carried.

3.0 Action/Discussion Items

3.1 Old Business

a. NPS Shooting Range Update

Roger Ficken explained that the BLM meeting scheduled to discuss the possible purchase of the BLM land on which the range was located, was cancelled again. Action on the NPS Shooting Range was tabled until next month. Russ George reported about the meeting he had with long-time NPS instructor John Sims. George explained that over the long history that Sims spent instructing for CNCC and the NPS Academy; Mr. Sims had purchased a large amount of "proper" shooting range ammunition for the program. Sims presented an invoice to Russ George for \$600 along with a letter backing up his purchase. George agreed to process the paperwork and that it was a respectful way to reimburse Mr. Sims for his ammo purchases.

b. Dining hall renovation plans

Russell George reported that there had been no further action by Sodexo on the dining hall renovation plan. But George suggested that the Old Business items a. NPS shooting range and b. Dining hall renovation plans remain on the RJCD Agenda every month. Sam Tolley agreed that the dining hall renovation should not be put off, and that the Johnson building renovation needed to start now.

c. HVAC Balancing Item for Ross Hall – Roger Ficken

Linda Gordon had reported in her presentation of the financials that there was one check written to Certified Balance Inc. of Colorado for part of the CCITF Grant awarded in September of 2014 for the airflow Testing and Balancing of the Johnson building—according to her paperwork, there is \$7,400 left to get the Blakeslee, McLaughlin, Allsebrook, Hill and Hefley/Weiss buildings done.

Roger Ficken requested that since Ross hall also needed to be balanced that he was proposing that the money from the CCITF buildings listed be amended with a letter requesting that a different building (Ross) be added to the buildings that needed balancing listed above.

3.2 New Business

4.0 **CNCC College Report**—Russ George

- Russ thanked everyone who attended the Foundation Dinner Fundraiser. He said it looked like the funds generated may be up from last year. He was impressed with the turn-out since initially there was a concern there would not be a large attendance.
- Sam Tolley congratulated Russ George on the CCCS Resolution that Nancy McCallin created. As a representative on the CCCS Board, Jean White read all the fine print to the dinner audience that basically described Russ George's history in politics over the past several years. In 1999 Russ was elected by his peers to be Speaker of the Colorado House of Representatives. He was first elected to the House in 1992 from District 57 representing Moffat, Rio Blanco, Garfield and Pitkin Counties in western Colorado. Russ served as Executive Director of the Colorado Department of Natural Resources having been appointed by Governor Bill Owens in 2004 and concluding in 2006. In this role he oversaw the operations of nine agencies: Division of Wildlife, Oil and Gas Conservation Commission, State Parks, Water Conservation Board, Division of Water Resources, Division of Minerals and Geology, State Land Board, State Forest Service and the State Geological Survey. He served as a director of Great Outdoors Colorado, the Colorado Water Conservation Board and the Colorado Ground Water Commission.
- Peggy Rector agreed that there was a great attendance, and she thanked Ann Brady for her efforts selling tickets downtown in Rangely that made the fundraiser happen.
- Russ George explained that there had been CNCC budget discussions on both campuses. Meetings happened in Craig on Friday and in Rangely later today.
- Current vacancies were addressed. Russ George said CNCC currently had a 14% vacancy rate, those positions were currently being advertised. George did announce that Dr. Holly Boomer had been hired as the new Vice President of Instruction at CNCC. She is expected to start in the position the 6th of May.
- The Presidential search is in full-swing and prospective candidates could be coming to CNCC the first week of May.
- Women's basketball coach, Brain Ortmeier has resigned for personal reasons. There is a need to fill these jobs locally. Sam Tolley agreed, stating that it would be nice if people who worked here lived here. Jeff Devere mentioned that this basketball coach was hired not knowing he lived in Rifle—they do the best they can to hire local prospects.
- Russ George announced that there was an FFA conference being held on the Rangely Campus this weekend. CNCC was hosting the event with most activities here on campus, some at the park, and other classes to be held at the Rangely high school. Meghan Munter, Agriculture Program Coordinator was the lead on the conference and she hoped to pull in several high school students from around Colorado.
- Russ George reported that the President's Graduation Luncheon was scheduled for 11:30 a.m. on Saturday, May 7, 2016 in the Sodexo dining hall. He asked all members to please plan to attend since the luncheon also served as the recognition ceremony for CNCC faculty and staff for their years of service. Participants would leave the luncheon ceremony at approximately 1:00 p.m. to begin lining up for Graduation which was scheduled to begin at 2:00 p.m.
- Linda Gordon announced that there would be a RJCD resolution presented at the May 9, 2016 Regular session of the Board of Trustees to approve the 2016-17 budget. Gordon said a notice would go into the Herald Times paper the 21st and 28th of April announcing the approval of the 2016-17 budget at the May 9th Board of Trustees meeting if any community members were interested in attending.

Regular RJCD Board adjourned at 11:44 a.m. to move into a Budget Workshop to weigh in on the 2016-17 budget.

Ann Brady asked if the 4.9% raise in faculty salaries was reflected in the budget. Russ George explained that they built in what they thought would be recommended—and it could be adjusted later. There has been 3.5% raise each year for five years and this is the last year to catch faculty salaries up to the national average. George expects the State Board to vote on this issue at the May 11, 2016 Board meeting. He assured the Board that after that conversation, there would still be time to adjust items in the budget if needed.

Russ George explained that once they get the final actual numbers if there was going to be unspent money from this budget—instead of letting it sit unspent, you could flag it in your RJCD budget. Then next year if you decide you will need \$60,000 for firing range upgrades, you will put that item in as a deficit budget expenditure that you could pull over and place in your reserves. Flag it so you'll know it is sitting there for a specific purpose.

Peggy Rector asked for an update on the replacement of dental hygiene chairs in that department. Judy Allred explained that a couple of years ago they finished get them all replaced which means it is time to start over and there are funds being requested through Perkin's for two chair replacements. Michael Melneck explained that they try to replace one entire suite. They hope to replace one of those suites every other year. There will be some grant dollars available to do this so they have a good jump on replacements.

Russell George reported that in Aviation they decided that this was the year the Aviation Director asked if he could sell some of the equipment when the market looked favorable. Through the President's Cabinet he was authorized to go through with the sale of 2 twin airplanes for the purchase of one other twin that was more up to date with more current technology. There will be an opportunity to sell off more airplanes for more current replacements. There was also a conversation about the simulators needing updates since it was more cost-efficient for students to get time using a simulator rather than flying an actual plane.

Linda Gordon requested more conversation about how the district would bond the construction of the Johnson renovation. Gordon wanted to know if you had to pledge the amount--it would take the total pledge of our dining hall revenues and the revenues in the maintenance fund. George said that if they can build it at a price that only is a pledge of what Sodexo makes every month. There is a big difference between the 1.3 or 2 million dollar and the larger 6 million dollar project. You could probably borrow 2 million and then use what you have here to cushion the payments—then you would take revenue stream now that is net above what we pay Sodexo and go as far toward retiring the debt as you can. George explained that if the Board went for the larger project for community and increased student use, there is no revenue stream of any significance for this—which is where this money is at risk.

The discussion continued on the energy audit that was started by John Boyd years ago. Russ George mentioned that the college is paying much less on heating and cooling every month with around \$5,000 in savings. There is apparently \$2.8 million left on the energy audit bonds. The question was why the bond payments were now showing up on the RJCD side of their budget. Jeff Devere explained that there was additional capital required to pay for the bonds. The bond payment was spread out—how did it shift to RJCD? It was an accounting decision last year, since you needed to spend district money first so you could get CNCC out of the red.

The McLaughlin roof project was brought up when John Bottelberghe explained he had to leave their current meeting to meet up with roofing compliance inspector and the roof inspector as they were going to check out each construction zone on the roof. Currently it appeared that leaks had been eliminated, but the inspector still had to confirm the final walk-through. Russ George was asked when the CNCC 2016-17 budget had to be presented to the State Board. George expected to have it completed and taken to the State Board on the 2nd Wednesday in June, but it will be presented to CNCC staff in May. It

was determined that it was necessary for RJCD Board to have a quorum at the May 9, 2016 regular board meeting to approve the budget.

5.0 Payment of RJCD Bills

Linda Gordon presented checks for payment, one to CNCC \$163,154.77 for February 2016 operating and tuition bill, one to CNCC \$55,372.63 for February 2015 Capital/Maintenance and one to Linda Gordon \$1,600.00 March 2016 contract labor and one for \$3,600.00 to Certified Balance Inc. of Colorado for part of the CCITF Grant awarded in September of 2014 for the Air Flow Testing and Balancing of the Johnson Building. According to the grant paperwork, there is \$7,400 left to get the balancing for the Blakeslee, McLaughlin, Allsebrook, Hill and Hefley/Weiss buildings done. A motion was made by Ann Brady and seconded by Peggy Rector that the Board approve the payment of bills as presented by Linda Gordon. Motion carried.

6.0 Other

7.0 Adjournment

A motion was made by Teri Wilczek to adjourn the meeting. Motion carried.