

**RANGELY JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES**

Regular Session
Johnson Banquet Room
Monday, October 10, 2016
12 noon

PRESENT

Board of Trustees: Teri Wilczek, Sam Tolley, Peggy Rector (on the phone)

Board Members Absent: Ann Brady and Ken Parsons

President's Cabinet Members: Ron Granger, Roger Ficken, and Holly Boomer

Others Present: Marlo Coats, Colorado CPA Services; Scott Rust, Controller; Colleen Kenney, Accounting Coordinator; 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 12:13 p.m.

1.1 Changes to the Agenda

Teri Wilczek asked the Board to move the New Business item a. June 30, 2016 audit presentation by Colorado CPA services (Marlo Coats) to the beginning of the Agenda.

Marlo Coats distributed the Financial Audit for the 2015-16 fiscal year and proceeded to highlight several areas of the Financial Statements. Coats directed the Board to Page 3 of the report to the Financial Highlights and an overview of the District's financial statements. She then moved on to Page 9 which revealed what the District owns and owes in the Statement of Net Position as of June 30, 2016 by listing their Assets, Liabilities and Net Position. She moved to Page 10 on the Statement of Activities and pointed out that their net position increased by the end of year. On page 11-12 it included their balance sheet and reconciliation of the governmental fund balance. Pages 13 through 16 included changes in revenue and the fund balance increase.

Peggy Rector asked if there were any changes that were needed in the RJCD report process and the answer was "no." A motion was made by Peggy Rector and seconded by Sam Tolley that the RJCD Board approve the 2015-16 Colorado CPA audit. Motion carried.

2.0 Consideration of Previous Minutes

2.1 Approval of the Monday, September 12, 2016 RJCD Regular Board Meeting Minutes.

A motion was made by Sam Tolley and seconded by Peggy Rector that the Board approve the Monday, September 12, 2016 regular board meeting minutes as presented. Motion carried.

3.0 Action/Discussion Items

3.1 Old Business

Steidle Scholarship for NPS discussion—Holly Boomer reported that she had given NPS the criteria for the Steidle scholarship. She was told that they would wait to present the scholarship at the end of the NPS program's class term—at the time of their next graduation.

Better City Questions—Teri Wilczek reported that she had a call from Peter Brixius asking her why her letter from the RJCD Board declined to support the Better City plan. Ron Granger reported that Better City keeps pushing, but CNCC does not have the ability to do what they are asking. Peggy Rector agreed that Better City has no "skin in the game." She emphasized that she was all for economic development, and the College would improve where and when they could.

Ron Granger reported that he would like another month to research the scholarship issue for Valerian Salemu to see if he had actually progressed this semester. The issue would be an agenda item for the November 14, 2016 RJCD Board of Trustees meeting.

4.0 CNCC President's Report

- Ron Granger reported that the State System Board member that traveled to CNCC on September 26, 2016 were pleased to meet with students. They told him that it was the best tour they ever had. They were impressed with all the programs and were glad to be able to speak frankly with students about their educational goals and expectations.
- Granger said that he and the Cabinet were working on a revised budget for this year. CNCC has decided not to hire some positions. He mentioned that he had sent out an email asking for help. In the President's monthly report Granger reviewed current budget issues and plans for moving forward.
- We have been reviewing the FY 2017 budget (current year's budget) and are looking at the revenue shortfalls we know we will face in FY 2018. We are going to have to reduce expenses this year to compensate for overestimated revenue from tuition and fees (we are down approximately 4% and had budgeted for a 5% increase) and underestimated expenses for concurrent enrollment. Overall we have approximately \$950,000 that we need to come up with to just balance the budget. However, we know that the local valuations will drop for next year and need to start looking now at how we will cover those shortfalls. We have already made some decisions on getting our budget rightsized. **BUDGET** information is also attached to this email.
- Granger reported that CNCC needed to build up its reserves and will probably have to use them next year. He added that this was not impossible—CNCC just needed to get on track for at least 3 years. He realized that there would be cuts from the State and local district funds. Granger won't know until November or December about what the total cuts would entail from the State and districts. He emphasized that although it was hoped that the RJCD Board could help cover the decrease of funds, the Moffat County Board would need to cover some of the decrease as well.
- Granger reported that next year there could be another decrease from the State and RJCD Board—CNCC needed to build their funds up for the year and could do this by finding ways to bring in more revenue and become more efficient.
- Holly Boomer reported that some Processes of the business department were changing—Org. numbers were changed to consolidate the amounts. Boomer said that as for instruction they were seeking an Associate of Science degree in Equine Science and were still waiting for approval.
- Boomer reported according to HLC assurance for 2017, concurrent faculty do not have current learning processes at the college. Concurrent faculty have been credentialed differently, so educational procedures for obtaining MS and MA degrees needed to be put into place now. This would help push concurrent faculty to an educational level which would permit them to teach college-level courses.
- Roger Ficken reported that the Airport MOU had been signed by the county commissioners and now had to go before attorneys for final approval.
- Ficken reported that he would be meeting “face-to-face” with each cost center manager to go over their budgets.
- Michael Melneck reported that the CNCC agriculture program had been approved to be a CTE program that could now get into Perkins. This would allow the program to take items out of their general fund budgets and put it in as a request from Perkins instead.

5.0 Payment of RJCD Bills

Linda Gordon presented the following checks for payment—one was added today for \$71.89 for Sodexo reimbursement to Gordon, one to CNCC \$103,801.39 for August operating and tuition bill, one to CNCC \$49,832.83 for August 2016 Capital/Maintenance and one to Linda Gordon \$1,600.00 for August 2016 contract.

The CCITF presentation for the grant request is October 17, 2016 at 3pm at the Rangely County Annex. Linda will be there to answer questions but it would help if Roger Ficken could be there to give a short presentation on the project (stair replacement on McLaughlin). A motion was made by Sam Tolley and seconded by Peggy Rector that the Board approve the payment of the bills as presented. Motion carried.

7.0 Adjournment

A motion was made by Sam Tolley to adjourn the meeting at 1:03 p.m. Motion carried.