

RANGELY JUNIOR COLLEGE DISTRICT

BOARD OF TRUSTEES

Regular Session

Johnson Banquet Room

Monday, July 9, 2018

12:00pm

PRESENT

Board of Trustees: Sam Tolley, Jennifer Barker, Peggy Rector, Ann Brady and Bart Nielsen.

Others Present: Linda Gordon Budget Officer, Colleen Kenney Accounting, Jan Krueger Controller, Sue Samaniego Foundation Director, Jeff Devere Chief Information Officer, and Keely Winger Executive Assistant to President

1.0 Call Meeting to Order:

Regular Session was called to order by Sam Tolley at 12:10 p.m.

2.0 Approval of Previous Minutes

Approval of the Monday, June 11, 2018, RJCD Regular Board Meeting Minutes.

A motion was made by Peggy Rector and seconded by Jennifer Barker that the RJCD Board of Trustees approve the June 11, 2018, Board meeting minutes. Motion carried.

3.0 Changes to the Agenda

3.1 No changes

4.0 Public Input

4.1 No public input

5.0 Chevron Energy Audit

- 5.1 The RJCD Board talked about three years ago, to see if there was a way to get the interest rate down or buy out the loan.
- 5.2 Jeff doesn't know if there is way to get the interest rate down but he thought John Boyd got a low interest Amera bonds, felt it was in the 1.5-2% range.
- 5.3 Linda doesn't feel it was set up as a bond.
- 5.4 Peggy feels that it should have been handled by someone who could have continued this project and followed it from the start through the completion. Jeff was set-up to "run" the project and get it kicked off, so it would have been appropriate for him to continue the project but it was handed over to maintenance.
- 5.5 Linda read the minutes from the May 2, 2011 board meeting and it states "Chevron is sending monthly reports on the savings and Jeff Devere is following it.
- 5.6 As of four years ago Russ George was getting the reports. Jeff talked to Russ about the project back then and Russ asked if we were paying a guarantee on it? There was never a performance contract because the facility was in such bad shape and essentially we needed to do it. The utility bills were still going to be there and they weren't going to be paid off, but it reduced those bills. Russ wanted to know if Jeff thought we should do the guarantee and Jeff wouldn't answer that question, but CNCC had Wayne who was assigned to oversee all the energy stuff. Russ wasn't sure what he was going to do and that was the last Jeff heard about it. Last Jeff knew the college had a reduction of \$10,000-\$15,000 for the entire energy project.
- 5.7 When this was done the college was in bad shape and so the college went with this deal and put in HVAC, and other energy saving projects that were narrowed down.
- 5.8 When John took over the finance components and took it to the System and that is when Jeff stepped out.

- 5.9 The college did see some significant cost savings, but more than that it allowed the college to improve their facilities.
- 5.10 Roughly costing \$26,000-\$27,000 a month and it was a 19 year payout, but it was saving roughly \$1500 a month on utilities.
- 5.11 Original question – The board was not supposed to pay this? Jeff was under that understanding as well and it was never to be paid by the RJCD Board but out of the General Fund. But when John left Russ approached the Board about six years ago to start paying the balance and there was a change in the way the payment occurred.
- 5.12 Peggy feels the Board should be kept up to date on a regular basis to pass the information along when new personnel and Presidents come on board.
- 5.13 Who is receiving the Chevron reports? If Russ George was receiving them before, then is Ron receiving them now and if not how do we go about getting those reports? The Board would like the opportunity to review those reports. Keely is going to find out more information about those reports and how we can get our hands on them.
- 5.14 Talking about buyout or refinancing, Keely has reached out the Banc of America and they provided information that it would include a 2% premium on the principal balance, plus any accrued interest at payoff. Keely is going to reach back out to Banc of America to find out the exact payoff amount, as well as refinancing.
- 5.15 Jeff vaguely remembers the payment increasing at some point. We are ten years in and the payment increases every September.
- 5.16 The information that was able to be found is confusing and conflicting based on what was being received by Banc of America.
- 5.17 The original was \$6,493,000 with \$500,000 coming from DOLA, \$3,493,084 loan through Banc of America, State Controlled Maintenance money would be utilized as well to make up the difference.
- 5.18 6.9% interest was what was found a few months back. This is not a fixed interest rate loan but a floating loan or arm loan.
- 5.19 Keely is going to reach out the Banc of America to find out additional information, look at State Controlled Maintenance projects as well as Chevron for the reports.
- 5.20 Chevron had to guarantee that the funds were available for at least 19 years but Jeff thought it was more along the lines of 40 years.

6.0 New Business

- 6.1 No new business

7.0 CNCC College Report

- 7.1 Keely Winger gave the following update:
 - 7.1.1 A Facilities Director, Lindsey Blake was hired.
 - 7.1.2 A Human Resources Director, Angie Miller was hired and her official first day was July 9th.
 - 7.1.3 The following positions were hired, Assistant Rodeo, Assistant Women's Basketball, Athletic Trainer, Assistant Softball, and Assistant Volleyball. An offer is pending to a Men's Soccer Coach.
 - 7.1.4 We have very few job opening still out there following those positions being filled; Aviation Maintenance Technician, Metro State Students Flight Instructor, Drone Instructor, and a few others.
 - 7.1.4.1 The Board would like to have a list of new hires, resignations that include their name and position title.
 - 7.1.4.2 Sam would like to have an Organizational Chart as well the list.
 - 7.1.4.3 Keely is going to update the Organizational Chart and provide the Board with the new hires and resignations.
 - 7.1.5 Brenda Lauer, the Interim VP of Business and Finance was on campus last week working closely with the Business Office and the Interim VP of Student Services, Ron Slinger, will be on the Craig Campus starting July 16th for at least three months.

- 7.1.6 We are receiving applications for all three VP positions. We did hire a recruiting firm through the System who is helping us with those efforts.
- 7.1.7 Denise Mosher has left and she accepted a job at the System Office and Janell's last day is August 3rd.
- 7.1.8 Peggy wanted to know how the committee determined who was hired for the Facilities Director. Two were in construction and the person hired is currently in school for this but doesn't have a Bachelor's degree and yet we hired her. She feels she was least experience and had only had experience in grounds and mowing lawns.
 - 7.1.8.1 Keely stated she did have more experience, she is the only one who knows our HVAC system, has roughly 10 years' experience in facilities, she also has plans for a Building Health Assessment which will help us to determine the condition of the buildings and help guide us in making appropriate decisions when it comes the requests made to the System and the Office of the State Architect as well as working on her Bachelor's Degree in Project Management with an emphasis of Construction Management
 - 7.1.8.2 Peggy feels that since the board has contributed financially to the maintenance of our buildings due to the problems never being identified and she feels we are starting to get the buildings up to speed and back on track.
 - 7.1.8.3 Ann addressed that it is not the duty of the Board to manage personnel or who is hired.
- 7.1.9 The sewer line project is currently under say.

8.0 Payment of Bills

Linda received an invoice from Lindsey Blake this morning regarding the striping of the parking lots. This was funded through the Rio Blanco County CCITF grant. A motion was made by Ann Brady, seconded by Peggy Rector that the Board of Trustees members approve the checks presented by Linda Gordon. Motion carried

9.0 Other Business

Colleen Kenney would like to make a few line adjustments to the budget. The overall budget will not change but \$5,316.72 will be moved from tuition assistance to National Park Services, move \$5,914.47 from Equine program to National Park Service, and \$242.21 from Maintenance to the Energy Audit Bond to cover deficits.

9.0 Adjournment

Meeting adjourned by Sam Tolley at 12:57 p.m.