

**RANGELY JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES**

Weiss Conference Room  
Tuesday, October 20, 2020  
12:00pm

**PRESENT:**

**Board of Trustees:** Bart Nielsen, Jennifer Barker, Davin Boydston and Sam Tolley

**Others Present:** Linda Gordon Budget Officer; Ron Granger President; James Caldwell Vice President of Business; Keith Peterson Vice President of Instruction, Keely Ellis Exec. Assist to President; John Anderson VP of Student Service, Sue Samaniego Director of Foundation, Marlo Coats Owner of ColoCPA

**1.0 Call Meeting to Order:**

Regular meeting was called to order by Sam Tolley at 12:00 p.m.

**2.0 Roll Call**

See those present above.

**3.0 Pledge of Allegiance**

**4.0 Approval of Minutes**

A motion was made by Bart Nielsen and seconded by Davin Boydston that the RJCD Board of Trustees approve the September 22, 2020, board meeting minutes. Motion carried.

**5.0 Changes to Agenda**

No changes

**6.0 Public Input**

**7.0 New Business**

7.1 6/30/2020 Audit Presentation by ColoCPA.

7.1.1 Marlo Coats introduced herself and praised Linda for all her hard work and great job that she does.

7.1.2 She presented the audit

7.1.2.1 There is a two page report in the front. An unmodified report was provided.

7.1.2.2 Management discussion and analysis is a quick overview of what happened throughout the year.

7.1.2.3 The financial statements start on page 9. One things to note on the Statement of net position is the long term loan to the college.

- 7.1.2.3.1 This loan was for the Rector remodel and the board gave the college \$375,000.
- 7.1.2.4 Notes to financial statements start on page 17.
- 7.1.2.5 Budget comparison is on page 25 and 26.
- 7.1.2.6 In the back are traditional letters to the board members.
- 7.1.2.7 The last pages are the journal entries that were necessary to make by ColoCPA.
- 7.1.2.8 James inquired that since the board reviews and approves the payments and bills each month does this help with the checks and balances.
  - 7.1.2.8.1 Marlo agreed and said that this allows the board to stay involved.
  - 7.1.2.8.2 Linda never signs anything financially.
- 7.1.3 A motion was made by Davin Boydston to accept the audit as proposed, second by Jennifer Barker. Motion carried.

## **8.0 Old Business**

- 8.1 Linda got an estimated assessed value from the county, which is approximately 16% percent less than prior year.

## **9.0 CNCC Reports**

### 9.1 Ron Granger presented to the board

- 9.1.1 Enrollment is down 0.7% which is 2 total FTE. We don't know if this is going to continue for this spring but we are hoping so with the efforts of John and his team as well as Keith and his team. The good news with this is that the money we asked for from the board to assist with we might not need but we will have a better idea in January.
- 9.1.2 There are only a few other schools in the system that in the same position. Most schools are down anywhere from 7-20%
- 9.1.3 Our biggest lost in enrollment is from athletics. But we had student athletes from softball, rodeo and a few from basketball, etc. Our numbers for soccer in Craig are up.
- 9.1.4 We think there are several things that play into our enrollment numbers. This is in part to our early announcement of returning to in person learning, plus making phone calls to students.
- 9.1.5 We have had a really easy start to the semester. We have been able to have great conversations with students about where they have traveled and monitoring temperatures. We have also been fortunate enough to work with RDH and get some temperature scanners that we were able to place at 5 of our busiest buildings.
- 9.1.6 Athletics is partnering with Octoberfest and continuing with the ball drop like last year. They are also hosting a carnival. This will be from 11am-5pm on Saturday, October 24<sup>th</sup>. If you want to purchase a golf ball you can do that through Candra or online.

### 9.2 Keith Peterson

- 9.2.1 Provided an update regarding some grants we are working on.
  - 9.2.1.1 The Colorado RISE grant we are part of two different asks, one in partnership with Colorado Mountain College – which is asking for us to put technology into our classrooms and do a mobile STEM lab. The second one is in partnership with University of Colorado Denver for a remote learning teaching degree. This would potentially bring a four year degree program to our campuses.
- 9.2.2 We have hired a Cyber Security Instructor hired and has an official start date of November 1. We have finalized all the internal degree program process. This has been sent over to CDHE for approval.
- 9.2.3 The rural college consortium is pushing for remote delivery. We are piloting this program and concept this spring to provide classes between system schools. With this there is great need to upgrade our IT infrastructure. System IT is also looking to invest in our infrastructure to expand our opportunities to our students.

### 9.3 John Anderson

- 9.3.1 There are some Campus Life events coming up. The feeding frenzy coming up in December. A pumpkin painting coming up.

### 9.4 James Caldwell

- 9.4.1 James provided information that we have/did work with the state on a \$1.2 million grant/funding to help build our infrastructure. This ask will go in front of the joint budget committee and right now we are in the top 2. They will be reviewing this in November and then there will be a hearing sometime in December.
- 9.4.2 We applied for \$93,000 through COSI for additional CARES funding. This is for students to help them attend school based on how COVID-19 affected them or their family. We are hoping to hear about this grant today.
- 9.4.3 We were working on COVID supplies and processes in place. We have cleaning supplies in order to ensure safety for spring term.
- 9.4.4 Our HLC projects are really starting to kick up again. We are completing Non-Academic Program reviews which are underway right now. We have also established committees for our HLC Review which will be completed in roughly an hour and a half.

## **10.0 Payment of Bills**

- 10.1 No new bills were presented.
  - 10.1.1 A motion was made by Bart Nielsen to pay the bills as presented, seconded by Jennifer Barker. Motion carried.

## **11.0 Other**

- 11.1.1 Next Meeting – November 17th at Noon in the Weiss Conference Room

## **12.0 Adjournment**

- 12.1 Meeting was adjourned at 1:14 p.m.