

**INDEPENDENCE COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
ICC ADMINISTRATION BUILDING
July 12, 2011 – 5:30 P.M.**

MINUTES

Oath of Office

Jay Jones, Hoite Caston, and Phillip Fienenstood and took an oath or affirmation as specified in K.S.A. 54-106.

Members Present:

Jay Jones
Lisa Drumeller
Hoite Caston
Phillip Fienen

Others Present:

Travis Githens, Interim Dean of Instruction
Jan Fischer, Chief Financial and Human Resources Officer
Greg Eytcheson, Chief Information and Facilities Officer
Beverly Harris, Executive Assistant
Lois Lessman, Public Relations and Marketing Director
Tammie Geldenhuys, Athletic Director
Misty Githens, Grant Professional
John Eubanks, Business/Accounting Instructor
Peter Ellenstein, William Inge Theatre Director

Guests:

Greg Lower, Reporter
Norman Chambers, Trustee Candidate
Frank Crebase, Trustee Candidate
Haley Hinthorn, Community Member
William Kelly, Trustee Candidate
Jack Reddick, Trustee Candidate
Deborah Sandoval, Trustee Candidate
David Wallis, Trustee Candidate
Kenny Wilson, Trustee Candidate

Call to Order:

Jay Jones called the regular monthly Board Meeting for July to order at 5:35 p.m.

 **Approval of Minutes:**


Lisa Drumeller moved to approve the minutes of the special meeting held June 28, 2011. Phillip Fienen seconded the motion. The motion carried 4-0.


 **Approval of Agenda:**

Jay Jones noted amendments to the agenda: an additional action item to approve computer purchases for the Student Support Services Trio Program lab, and removal of the Athletic Department's commercial mower purchase. Phillip Fienen moved to approve the amended agenda. Hoite Caston seconded the motion. The motion carried 4-0.

Recognition of Guests and Public Participation:

Jay Jones welcomed the guests. There was no public comment on items pertaining to the agenda.

 **A. Annual Board of Trustees Appointments**-The following elections and appointments reorganize Board leadership for the new Fiscal Year:

 Hoite Caston nominated Jay Jones as Chair of the Board of Trustees for Fiscal Year 2011-2012. Phillip Fielen moved that nominations cease. The motion carried 4-0.

Motion-Hoite Cason moved to approve Jay Jones as the Chair of the Board of Trustees for Fiscal Year 2011-2012. Lisa Drumeller seconded the motion. The motion carried 4-0.

Hoite Caston nominated Lisa Drumeller as Vice Chair of the Board of Trustees for Fiscal Year 2011-2012. Phillip Fielen moved that nominations cease. The motion carried 4-0.

Motion-Hoite Cason moved to approve Lisa Drumeller as the Vice Chair of the Board of Trustees for Fiscal Year 2011-2012 and serve as Board Secretary until August 1, 2011. Jay Jones seconded the motion. The motion carried 4-0.

Motion-Phillip Fielen moved to approve Lisa Drumeller on the Audit Committee through June 30, 2012. Jay Jones seconded the motion. The motion carried 4-0.

Motion-Lisa Drumeller moved to approve Jay Jones as the KACCT Representative through June 30, 2012. Hoite Caston seconded the motion. The motion carried 4-0.

Motion-Phillip Fielen moved to appoint Dr. Dan Barwick as the Board Secretary commencing August 1, 2011 through June 30, 2012. Lisa Drumeller seconded the motion. The motion carried 4-0.

Motion-Jay Jones moved to appoint Jan Fischer as the College Treasurer through June 30, 2012. Lisa Drumeller seconded the motion. The motion carried 4-0.

Motion-Lisa Drumeller moved to appoint Beverly Harris as the Board Clerk through June 30, 2012. Hoite Caston seconded the motion. The motion carried 4-0.


Reports:


- A. College Report-Jay Jones provided highlights of College events and reminded the Trustees of the July 22, 2011 Kansas Open Meetings Act/Kansas Open Records Act free seminar being sponsored at the Independence public Library.
- B. Enrollment Update-Travis Githens presented an update that reflected increased enrollment numbers.
- C. Budget Update - Jan Fischer highlighted 2011-2012 projected revenues and expenditures; he also provided a budget timeline for reference. Jan noted that leased vehicles, and their related fuel expenses, are allocated to the respective departments utilizing the vehicles for the 2011-2012 fiscal year.






Discussion:

- A. The Trustees scheduled the Budget Workshop for July 25, 2011 at 5:30 p.m. in the Board Room of the Administration Building.

Board Action Items:

 **1. Approval of 2011-2012 Kansas Association of Community College Trustees (KACCT) Dues**
Lisa Drumeller moved to approve payment of the 2011-2012 KACCT dues in the amount of \$10,535; which includes a marketing assessment of \$1,000 for 2011-2012. Hoite Caston seconded the motion. The motion carried 4-0.

 **2. Approval of AQIP Systems Appraisal**
Phillip Fielen moved to approve payment of the AQIP Systems Appraisal in the amount of \$6,500. Lisa Drumeller seconded the motion. The motion carried 4-0.

-  **3. Approval of Student Athletic Supplemental Insurance**
Lisa Drumeller moved to approve the bid submitted by Dissinger Insurance Services, LLC in the amount of \$73,209 for the provision of supplemental and catastrophic insurance coverage for student athletes attending ICC. Hoite Caston seconded the motion. The motion carried 4-0.
-  **4. Approval of 2011-2012 Kansas Jayhawk Community College Conference (KJCCC) Dues**
Phillip Fienen moved to approve payment of the 2011-2012 KJCCC dues in the amount of \$7,600. Jay Jones seconded the motion. The motion carried 4-0.
-  **5. Renewal of Contract**
Phillip Fienen moved to renew the one-year, \$6,750 contract with USD #446 for expenses incurred; maintenance, improvements, utilities and insurance related to the use of the Shulthis Stadium for athletic events from July 1, 2011 to June 30, 2012. Lisa Drumeller seconded the motion. The motion carried 4-0.
-  **6. Approval of Athletic Field Mower Purchase**-Pulled from agenda.
-  **7. Approval of Student Support Services (SSS) Computers Purchase**
Hoite Caston moved to approve the bid received from Computer Generation in the amount of \$11,458.50 for the purchase of ten computers for the SSS lab; the purchase will be paid with Federal Trio funding. Jay Jones seconded the motion. The motion carried 4-0.


Interview Applicants for Position on Board of Trustees:

- A. Interview Candidate** -Norman Chambers was interviewed for the open Trustee position.
- B. Interview Candidate** -Frank Crebase was interviewed for the open Trustee position.
- C. Interview Candidate**- William Kelly was interviewed for the open Trustee position.
- D. Interview Candidate** -Jack Reddickwas interviewed for the open Trustee position.
- E. Interview Candidate** -Deborah Sandoval was interviewed for the open Trustee position.
- F. Interview Candidate** - David Wallis was interviewed for the open Trustee position.
- G. Interview Candidate**-Kenny Wilson was interviewed for the open Trustee position.

Lisa Drumeller moved for a five-minute break. Jay Jones seconded the motion. The motion carried 4-0. The Board left Open Session at 7:06 p.m. The Board returned to Open Session at 7:11 p.m.

Financial/Treasurer Reports:

- A. Revenue Report
- B. Expenditure Report
- C. Bank Transactions
- D. Bill Summary/Payables


-  **Financial Reports:** Jan Fischer presented the financials and noted that the numbers depicted were not final 2010-2011 budget numbers until all respective entries are input. Lisa Drumeller moved to accept the Financial/Treasurer's Report and allow payables. Phillip Fienen seconded the motion. The motion carried 4-0.

 **Executive Session:**

Phillip Fienen moved to enter into Executive Session in order to discuss non-elected personnel, to protect the privacy rights of individuals to be discussed; to protect the district's right to the confidentiality of its negotiating position, and the public interest; and matters relating to the security of the board, the school, school buildings or facilities or the information system of the school for thirty minutes. Hoite Caston seconded the motion. The motion carried 4-0. The Board entered Executive Session at 7:37 p.m. The Board returned to Open Session at 8:07 p.m. Lisa Drumeller moved to enter into Executive Session in order to discuss non-elected personnel, to protect the privacy rights of individuals to be discussed; to protect the district's right to the confidentiality of its negotiating position, and the public interest; and matters relating to the security of the board, the school, school buildings or facilities or the information system of the school for an additional four minutes. Jay Jones seconded the motion. The motion carried 4-0. The Board entered Executive Session at 8:07 p.m. The Board returned to Open Session at 8:11 p.m.

 **Board Action Items:** **1. Approval of Appointment to Board of Trustees**

Jay Jones thanked all the applicants for their interest in the appointed Trustee position. Lisa Drumeller moved to appoint William Kelly to the open Trustee position. Hoite Caston seconded the motion. The motion carried 4-0.

 **ADJOURNMENT:** Phillip Fienen moved the meeting adjourn. Hoite Caston seconded the motion. The motion carried 4-0. The meeting adjourned at 8:13 p.m.

Beverly Harris
Board Clerk

Independence Community College is committed to a policy of nondiscrimination on the basis of race, sex, national origin, religion, age, and handicap in admissions, educational programs or activities, and employment, all as required by applicable laws and regulations under the Title VI Civil Rights Act of 1964, Title IX regulations of 1972, Section 5 of the Social Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990.