

**BOARD OF TRUSTEES SPECIAL MEETING**  
**Cessna Learning Center**  
**CLC 104 (West Classroom)**  
**June 30, 2015-5:30 P.M.**

**MINUTES**

**Members Present**

Norman Chambers  
Jay Jones  
Phillip Fienen  
Hoite Caston via telephone

**Others Present**

Daniel Barwick, President  
Keli Tuschman, Human Resources Coordinator  
Wendy Isle, Controller  
Tammie Geldenhuis, Vice-President for Student Affairs and Athletics  
David Smith, Dean of Instruction  
Debbie Phelps, Director of Institutional Research  
Beverly Harris, Executive Assistant/Board Clerk  
John Eubanks, Professor of Business/Accounting  
Ben Seel, Professor of Political Science  
Taylor Crawshaw, Tutoring/Advising Coordinator  
Isaias McCaffery, Professor of History  
Brian Southworth, Professor of Developmental Math

**Guests**

Jana Shaver, Incoming Trustee  
Sam Forrer, Incoming Trustee  
Kassie Sanderson, Reporter  
John Hass, Ranson Financial Consultants, L.L.C.

**I. ROUTINE**

- A. Call to Order – Norman Chambers called the meeting to order at 5:37 p.m.
- B. Welcome Guests – Norman Chambers welcomed the guests.
- C. Approval of Agenda – Jay Jones moved to approve the agenda. Phillip Fienen seconded the motion and the motion carried 4-0.

**II. INSTITUTIONAL OPERATIONS**

- A. Closing Process IT Financing Project – Dr. Barwick provided background information regarding the IT financing project. John Haas explained the process involved in financing the project. Phillip Fienen moved to accept the bid submitted by First Southwest Company, L.L.C. and that the Chairman and Secretary be authorized and directed to execute the bid form approving the sale of the Certificates to the best bidder on the basis of said bid and the terms specified in the Notice of Certificate Sale. Jay Jones seconded the motion and the motion carried 4-0. Phillip Fienen moved to adopt Resolution 063015 authorizing Independence Community College to enter into a lease purchase transaction, the proceeds of which will be used to pay the costs of paying the costs of acquiring, constructing, and installing certain equipment improvements; and to

approve the execution of certain documents in connection therewith. Jay Jones seconded the motion and the motion carried 4-0.

- B. 2015-2016 Budget Review – Dr. Barwick led discussion of the 2015-2016 budget and shared that notice was received from the Montgomery County Clerk that valuations dropped by .81%; which, along with the 2 mill reduction requested by the Board, reflects a total 2.3 mill reduction in revenue.

Dr. Barwick noted that the Board’s goal has been to hold 10% of the operating budget in reserves; however, we currently have 8% held in reserves. The Trustees were asked for guidance on how to grow the reserve to 10%. Dr. Barwick suggested a plan to grow the reserves by .5% per year, and the Trustees agreed.

Dr. Barwick also requested input regarding implementation of the Culinary Arts Program through the use of capital outlay funds (.44 mills, or approximately \$56,000) which were dedicated to updates in the Fine Arts Building over the past two years. Dr. Barwick noted that: associated courses were approved through the Kansas Board of Regents, but were placed on hold due to the lack of lab space; space for the lab portion of the Program is available at the ICC West facility; and a request for the donation of equipment is being considered. The Trustees were agreeable to utilization of capital outlay funds for this purpose.

When asked about the minimum amount of non-reserved cash to be kept on hand, the Trustees shared that they were comfortable with the current cash flow projection for the 2015-2016 budget year.

Dr. Barwick shared plans for three meetings during the month of July: a New Trustee Orientation and Budget Overview; the regularly scheduled monthly meeting; and a special meeting to approve the 2015-2016 budget for publication.

III. EXECUTIVE SESSION – Due to the lack of a quorum, the Trustees did not hold an Executive Session.

Norman Chambers and Jay Jones thanked Phillip Fienen for his commitment to Independence Community College through dedicated service on the Board of Trustees from 2011 to 2015.

IV. ADJOURN – The meeting adjourned at 6:38 p.m.

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Beverly Harris  
Board Clerk

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