

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., Tuesday, June 11, 2019 – Dankert Board Room**

STAFF ATTENDANCE

Stacy Cofer	Lora Jarvis
Amy Kerschner	Kim Krull
Esam Mohammad	Jessica Ohman
Bill Rinkenbaugh	Kim Sherwood
Kelly Snedden	Ireland Turner
Mel Whiteside	Kent Williams
Lori Winningham	Bill Young
Troy Nordman	Phil Speary
Tevin Manuel	Christina Byram
Christy Streeter	Gary Royse

BOARD ATTENDANCE

Ken Bohon
Eileen Dreiling
Ron Engelbrecht
Greg Joyce
Lance Lechtenberg

Not Present

Jim Howell

GUESTS

Lisa Martin
Doug Law
Shelby Smith
Ryan Murry

CALL TO ORDER

Chair Joyce called the regular monthly meeting of the Board of Trustees to order at 4:31 p.m.

APPOINTMENT AND SWEARING IN OF NEW TRUSTEE

Having followed the process approved by the Board of Trustees and documented below, it is time for the Board to consider action to appoint an applicant to fill the vacant Position in District 2, Position 5, on the Butler Community College Board of Trustees. Notification of the vacancy was published twice in the College's designated legal publication for the following position:

Butler Community College's Board of Trustees is soliciting applications to appoint a replacement for the Board's vacancy for District 2, Position 5, Augusta, Walnut, Douglass, Spring, Bloomington, Rock Creek, Clay, Logan, Little Walnut, Prospect, Rosalia, Glencoe, Hickory and Union Townships.

Dr. Greg Joyce, Board Chair, announced the vacancy following the Board's acceptance of resignation of JoAnn Craven of Augusta during the Board's

regular monthly meeting held Tuesday, April 9, at Butler Community College in El Dorado.

Those interested in the position are asked to submit a letter of application to the attention of Dr. Greg Joyce, Board Chair, in care of the College at 901 S. Haverhill Road, El Dorado, KS 67042. The application should include information regarding education, work experience and reason for interest in serving on the Board. All applications are due in the President's Office of the Hubbard Welcome Center on the Butler of El Dorado campus by May 10, 2019.

Two applicants, Doug Law and Shelby Smith, were interviewed on May 14, 2019. Trustee Engelbrecht reported that he felt they both were strong candidates, but that Mr. Law was more appropriate as he was dedicated to education and better understood the broad range of responsibilities required by a Trustee. He also has strong relationships with school boards and a better understanding of the budget process for large public organizations. Mr. Smith was strong as well with his ties to Butler and his business sense as a business owner. Weighing the two options, Trustee Engelbrecht felt like Mr. Law was the stronger candidate.

With no further discussion, Trustee Engelbrecht moved that the Board appoint Doug Law to fill the District 2, Position 5 vacancy for the duration of the unexpired term that ends on December 31, 2021. Trustee Lechtenberg seconded. The motion passed unanimously.

Chair Joyce administered the Oath of Office as follows:

Chair Joyce: Please raise your right hand and repeat after me: "I do solemnly affirm,"

Doug Law: "I do solemnly affirm,"

Chair Joyce: "...that I will support the Constitution of the United States and the Constitution of the State of Kansas..."

Doug Law: "...That I will support the constitution of the United States and the Constitution of the State of Kansas..."

Chair Joyce: "...and faithfully discharge the duties of Trustee of Butler Community College."

Doug Law: "...and faithfully discharge the duties of Trustee of Butler Community College."

Chair Joyce: "So help me God."

Doug Law: "So help me God."

APPROVAL OF THE AGENDA

Trustee Bohon moved to accept the agenda as presented. Trustee Lechtenberg seconded. The motion passed unanimously.

RECOGNITIONS

- **Jake Kenney, Tim Kamholz, Tim Harder, Mark Follin, Allen Peck, Dan Gorman, Levi Brickley, Ashely Toews, Chanaka “Sam” Samaranayaka, and Roger Lawrence** – Butler Community College Campus Safety Officers

PUBLIC COMMENT - NONE

STANDING REPORTS

Student Government Association – NONE

Operational Staff – Amy Kerschner introduced herself as the new President of OpStaff. They are preparing for their annual Recharge event on June 28th at Rock Creek Lodge in Towanda. Kristen Spear will speak about customer service. OpStaff is excited to have the support of their supervisors and the administration.

Professional Employees – NONE

Board Finance Committee – Trustee Engelbrecht reported that they met just before the meeting. Revenue is still slightly ahead and expenses are behind last year percentage wise. They also did a brief preview of the works session materials.

KACCT/COP Update – Trustee Engelbrecht reported that they met in Barton last weekend and it was the first meeting with the new KACCT Executive Director, Heather Morgan. One of the highlights of the meeting was Barton’s discussion about their work with the correctional institutions in Larned and Ellsworth. He felt like there were some ideas that could be brought back to extend what we currently do with El Dorado.

He also reported that they would have normally elected new officers at this meeting, but decided to extend the current officers terms through the end of the year and elect new officers after the election of Trustees in November to better align with the new election cycle.

Trustee Dreiling reported that she felt Heather Morgan would be a good Executive Director. She was fired up and ready to go.

President Krull said that Allie Devine gave a legislative update Friday afternoon. She also said that it was a good meeting because the Presidents and Trustees spent the bulk of the time together and she felt that was valuable for everyone.

Foundation Board Report – Trustee Dreiling reported that they had their last meeting on May 21st and added a new member, Terry Monteferrante, and elected new officers. The new president is Forrest Rhodes, Rod Young is the President Elect, and Mike Clifton is

the Treasurer. They reported that their market value is currently \$11,870,745. Trustee Dreiling also reported that their new Executive Director, Tom Borrego, will start this month and wanted to thank Stacy Cofer for all of her hard work with the Foundation and for the College.

President's Report – Dr. Krull reported that this is the 3rd year we have participated in the Youth Employment Project with the Kansas Workforce Alliance who focus on getting youth ages 16-24 employed in the summer. This year we have 16 students divided out among facilities (3), IS (12), and the VPA office (1). We have three students who are repeats this year serving with IS and one of those is on his third year and will be attending Butler in the fall.

At the KACCT/COP meeting the presidents and Trustees spent a lot of time talking about budget requests to KBOR because KBOR will be discussing their budget at their August retreat and all requests needed to be to them this week. They discussed the critical needs of the Community colleges including continued full funding of SB155. They also discussed how to keep the costs low for their students, they needed the legislature to fund them at the level they need to be funded. This would put \$30 million amount into the budget (that community colleges have been underfunded in the last few years) and would spread that \$30 million out over three years.

President and Trustees also talked about the strategic plan for KBOR because KBOR will be updating that and asked for input from all of their sectors.

The presidents also formed two working groups. One will focus on SB155 to review the courses, what's funded, and capture enrollment growth and financing needs. The 2nd working group will address the community college transparency bill that requires community colleges to fully disclose their enrollments, mill levies, and more. They need to identify the best way to share this information on their websites or make a page on the KACCT website that they can link to from their individual college websites.

Dr. Krull also said that just because summer is here doesn't mean that the campus is empty. We have already had three camps including Envision, Butler 2000, and cheer camps, and will continue to host more as the summer goes on.

Finally, Dr. Krull let the Trustees know that the Kansas Supreme Court justices will be in El Dorado on October 7th and 8th to hear two court cases. Butler will co-host the event with the school district. In addition to the two court cases, they will host a reception, breakfast and talk to students in the county.

Education Facilities Authority Report – Chair Joyce said that they met last week and spent a significant time reviewing the administrators' report and looking at deferred maintenance items like parking lot maintenance. They are looking at bids now and have the funds in the long term maintenance account but those are also to be saved and used for replacing the track and turf. Though they do have income from the suites and

advertising during the season, it is likely they might need to ask for dollars from those who use the facility to help off-set the costs of turf and track replacement.

The next big event there will be Drums Across Kansas on July 15th and Chair Joyce said that everyone who is playing this year were finalists last year.

MONITOTRING REPORTS

Dean Mel Whiteside presented the annual report for the Science, Technology, Engineering and Mathematics (STEM) division.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITES – NONE

BOARD ACTION ITEMS

Property Insurance Renewal - ICI has completed the renewal application for our commercial insurance coverages as provided in the attachment.

As previously discussed there were significant challenges presented with this year's property coverage. In addition to the property insurance premium increase of \$43,519 the deductible for wind and hail was increased from \$25,000 per occurrence to \$300,000 per occurrence. A policy with a \$70,066 premium is being recommended to buy down that exposure from \$300,000 per occurrence to \$100,000 per occurrence.

The deductible for water damage increased from \$25,000 to \$100,000. There is a buydown option for water damage, however it is not recommended because the potential savings on claims does not justify the increased premium.

	FY 2019	FY 2020	Increase
Property, liability and workers' comp	\$489,705	\$533,758	\$44,053
Optional coverage- wind hail buydown from \$300,000 deductible to \$100,000		\$70,066	\$70,066
Group accident	\$5,263	\$5,263	\$0
Totals	\$494,968	\$609,087	\$114,119

The Board discussed the buy-down option and was in agreement that was a lot of money for a chance event. Ryan Murry from ICI told them that the option could be bought at a later date if they decided they needed it.

Trustee Engelbrecht moved to approve the FY 2020 insurance premiums as presented with the exception of the optional buy-down coverage for wind and hail in the amount of \$539,021.00. Trustee Lechtenberg seconded. The motion passed unanimously.

Sports Accident and Catastrophic Policies - Ryan Murray from Insurance Center, Inc. has provided Butler Athletics with the new costs for the Sports Accident Policy and the

Catastrophic Policy. The basic coverage for all sports will be \$142,745 and the catastrophic sports accident policy will be \$26,981. The total for the 2019-2020 academic year will be \$169,726. The total costs of premiums for the 18-19 academic year was \$164,727.

Trustee Lechtenberg moved to approve the Athletic Insurance and Catastrophic Insurance in the amount of \$169,726 for the 2019-2020 academic year. Trustee Dreiling seconded. The motion passed unanimously.

Two Year Performance Report (KBOR) – Lori Winningham and Esam Mohammad presented the Board with Year Two Report (AY 2018) for the current (AY2017-AY 2019) Performance Agreement between the Kansas Board of Regents and Butler Community College. Trustee Engelbrecht moved to approve the Year Two (AY 2018) report for the current (AY2017-AY 2019) Performance Agreement between the Kansas Board of Regents and Butler Community College, and approves its transmission to the staff of the Kansas Board of Regents no later than July 1, 2019. Trustee Bohon seconded. The motion passed unanimously.

Acceptance of Retirement of Fred Toneden, Fitness and Wellness Instructor – Fred submitted his notice of retirement/resignation effective May 31, 2019. He has been an employee of Butler Community College for 27 years.

Trustee Dreiling moved to accept Fred's retirement. Trustee Engelbrecht seconded. The motion passed unanimously.

Acceptance of Retirement of Rhonda Morrison, Data Integrity Analyst – Rhonda submitted her notice of retirement/resignation effective June 30, 2019. She has been an employee of Butler Community College for 33 years.

Trustee Lechtenberg moved to accept Rhonda's retirement. Trustee Dreiling seconded. The motion passed unanimously.

Acceptance of Retirement of Stacy Cofer, Vice President of Institutional Advancement – Stacy submitted her notice of retirement/resignation effective June 30, 2019. She has been an employee of Butler Community College for 18 years.

Trustee Engelbrecht moved to accept Stacy's retirement. Trustee Lechtenberg seconded. The motion passed unanimously.

Acceptance of Retirement of Meg McGranaghan, Associate Vice President of Academics – Meg submitted her notice of retirement/resignation effective June 30, 2019. She has been an employee of Butler Community College for 33 years.

Trustee Bohon moved to accept Meg's retirement. Trustee Dreiling seconded. The motion passed unanimously.

CONSENT AGENDA

Trustee Engelbrecht moved to approve the consent agenda as presented. Trustee Lechtenberg seconded. The motion passed unanimously. The consent agenda included the following items:

- Approval of the Minutes of the Regular Board meeting of May 14, 2019
- Approval of Bills and Warrants for May 2019 - \$4,283,900.67 (includes Expenditure Approval List - \$1,140,440.26 and Payroll - \$3,143,460.41)
- Approval of Payment of Claims Resolution
- Approval of Depository Accounts
- Approval of VMWare support for FY 2020 in the amount of \$55,155.80
- Approval of XMedius software for FY 2020 in the amount of \$5,166.00
- Approval of VEEAM software for FY 2020 in the amount of \$14,640.00
- Approval of Oracle software for FY 2020 in the amount of \$205,624.32
- Approval of Veritas software for FY 2020 in the amount of \$17,899.51
- Approval of LANDesk software for FY 2020 in the amount of \$38,827.58
- Approval of Adobe software for FY 2020 in the amount of \$34,344.00
- Approval of Nursing Lab Construction with Conco in the amount of \$37,427.00
- Approval of purchase of Aviso Retention Software not to exceed the amount of \$54,850.00
- Approval of AVID Membership in the amount of \$11,875.00
- Approval of Inclusive Access Pilot Human Performance Courses
- Approval of Commerce Bank Direct Check Card Agreement
- Approval of Tom Borego as the Executive Director of the Foundation
- Approval of Bailey Joonas as the full time public safety instructor with an annual salary of \$40,059.00
- Approval of Orion Yoesle as the full time political science instructor with an annual salary of \$46,459.00
- Approval of Leslie Person as the full time Spanish instructor with an annual salary of \$44,359.00
- Approval of Dr. Tao Wu as the full time chemistry/physical science instructor with an annual salary of \$47,259.00
- Approval of Brian Foster as the full time interactive 3D instructor with an annual salary of \$41,459.00

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Sherri Currie, D'aun Best, Meg McGranaghan, Greg & Teresa Hiebert, Jessica Rall (YMCA), and Janet Post (Kansas Governor's One Shot Turkey Hunt)

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
JUNE – JULY**

June Board Finance Committee	Tuesday, June 11, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
June Board Meeting	Tuesday, June 11, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
July Board Finance Committee	Tuesday, July 9, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
July Board Meeting	Tuesday, July 9, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Special Board Meeting – Approval of Notice of Public Hearing	Tuesday, July 23, 5:00 p.m. Dankert Board Room	ALL TRUSTEES

2019-2020 Board Meeting Dates
Tuesday, June 11, 2019
Tuesday, July 9, 2019
Tuesday, August 13, 2019
Tuesday, September 10, 2019
Tuesday, October 8, 2019
Tuesday, November 12, 2019
Tuesday, December 10, 2019
Tuesday, January 14, 2020
Tuesday, February 11, 2020
Tuesday, March 10, 2020
Tuesday, April 14, 2020
Tuesday, May 12, 2020
Tuesday, June 9, 2020
Tuesday, July 14, 2020

<u>LOOKING AHEAD</u>		
August Board Finance Committee	Tuesday, December 11, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
August Board Meeting	Tuesday, December 11, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
September Board Finance Committee	Tuesday, January 8, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
September Board Meeting	Tuesday, January 8, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

Summer 2019 ACTIVITY CALENDAR

Summer Semester Begins	Mon, June 3
Independence Day – COLLEGE CLOSED	Thurs, July 4
Summer Classes End	Fri, July 26
New Faculty Orientation	August 7-9
New Adjunct Faculty Orientation	Sat, August 10
Professional Development Days (PDD)	August 12-16
PDD Happy Hour	Mon, August 12 @ 4:00 p.m. Hubbard Welcome Center Lobby
New Adjunct Faculty Orientation	Sat, August 17
Fall Semester Begins	Mon, August 19
Labor Day – COLLEGE CLOSED	Mon, September 2
Foundation Scholarship Dinner	Tues, September 24
President’s Donor Dinner	Thurs, October 3

EXECUTIVE SESSION

Trustee Dreiling moved that the Board recess into Executive Session not to exceed 30 minutes for the discussion of non-elected personnel with action to follow as appropriate. Trustee Engelbrecht seconded. The motion passed unanimously.

The Board entered executive session at 6:45 p.m.

The Board returned to open session at 6:55 p.m.

ADJOURNMENT

Trustee Dreiling moved that the board meeting be adjourned. Trustee Lechtenberg seconded. The regular meeting of June 11, 2019 was adjourned at 6:55 p.m.

Jim Howell – Secretary