

**MEETING OF TRUSTEES
OF
THE GARDEN CITY COMMUNITY COLLEGE**

June 13, 2012

Trustees Present: Jeff, Crist, Marilyn Douglass, William S. Clifford, Ron Schwartz, Steve Sterling, Terri Worf

Others Present: Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
John Haas, Financial Consultant, Ranson Financial Consultants, LLC, Wichita
Steve Quakenbush, Director of Information Services and Publications
Ryan Ruda, Dean of Student Services
Jeff Southern, Director of Information Technology
Dr. Herbert Swender, President
Dee Wigner, Vice President

CALL TO ORDER:

Chair Worf called the meeting to order at 6:05 p.m.

COMMENTS FROM THE CHAIR:

Chair Worf made the following comments:

- Congratulated GCCC 2012 retirees, Coi Troung, custodian; Barb Edwards, assistant financial aid director; Frank Bean, social science instructor; Dr. John Fitzgerald, chemistry instructor; Mary Pendergraft; nursing instructor; and Doyle McGraw, aerobic super circuit director.
- Noted that summer school is under way.
- Informed trustees that GCCC is hosting the 11th Annual Kids' College and it is well under way.

OPEN COMMENTS FROM PUBLIC:

Chair Worf noted that no one from the public had registered to make comments.

CONSENT AGENDA

Chair Worf asked if Trustees wished remove any items from the consent agenda. Item II D-1 purchase of Featherlite Trailer, and item II D-3 conference room remodeling, were withdrawn for discussion and separate vote.

Chair Worf then asked for a motion approving consent agenda items II A, B, C, and D-2.

Motion:

Clifford moved, seconded by Sterling, to approve consent agenda items II A, B, C, and D-2 as presented

Motion carried 6-0

Approved actions follow:

- (A) APPROVED MINUTES** of previous meeting (May 23, 2012)
(Supporting documents filed with official minutes.)
- (B) APPROVED PERSONNEL ACTIONS/CONTRACTS**, as presented
(Supporting documents filed with official minutes.)
- (C) APPROVED SUBMITTED FINANCIAL INFORMATION**, as presented

(Supporting documents filed with official minutes.)

(D) APPROVED PURCHASES OVER \$20,000

D-2 Approved annual athletic insurance renewal

Vendor: United States Fire Insurance Company, New York,
Brokered by Dissinger Reed, Overland Park

Amount: \$128,344.00

(Supporting documents filed with official minutes)

PULLED CONSENT AGENDA ITEM II-D-1 purchase of Featherlite Trailer, mobile classroom:

Motion:

Clifford moved, seconded by Douglass, to approve consent agenda item II D-1 purchase of Featherlite Trailer.

President Swender told trustees that the 53-foot traveling classroom will be provided by Featherlite Trailers of Cresco, Iowa, at a low-bid cost of \$600,000. With fold-out sides, the self-contained, air-conditioned trailer will expand to a width of approximately 21 feet, offering more than 1,000 square feet of teaching space for approximately 25-40 students.

Swender explained that the trailer will be used to provide food safety courses throughout Kansas in the Trac 7 Program, for which GCCC recently received a \$1.7 million grant from the U.S. Department of Labor. The classroom/lab is designed for use at restaurant, food preparation and food processing locations.

Funding for the mobile classroom is provided entirely through the U.S. Labor Department's Trade Adjustment Assistance Community College and Career Training Program, as a means of boosting the state's workforce.

Swender noted that GCCC personnel, accompanied by industrial representatives, viewed completed units at the company's Iowa manufacturing facility before recommending the vendor.

Motion carried 5-0

PULLED CONSENT AGENDA ITEM II-D-3 approval of conference room remodeling:

Trustees voiced a concern regarding selection of a contractor the renovation and updating of the conference room without obtaining additional bids. After brief discussion the following motion was made.

Motion:

Crist moved, seconded by Clifford, to pursue additional bids for the conference room remodeling project.

Trustees expressed faith in the proposed general contractor for the project, Dick Construction, which also is handling renovations this summer in the GCCC Academic Building. Swender recommended the same company for the new work in order to maintain consistency.

Call for vote

*Yea: Crist
Clifford*

*Nay: Sterling
Douglas
Schwartz*

Motion fails as presented.

Motion:

Sterling moved, seconded by Douglass, to approve conference room remodeling project as presented.

***Yea: Sterling
Douglass
Crist
Schwartz***

Nay: Clifford

Motion carried 4-1

OTHER:

Chair Worf amended the agenda to include:

1. Approving and accepting Country Club Bank bid to refinance series 2004 and 2004B certificates of participation.
2. Approving additional resolution providing for the adoption of a tax-exempt financing compliance procedure relating to obligations issued, and to be issued, by Garden City Community College.

Motion:

Schwartz moved, seconded by Crist, to approve bid from Country Club Bank, Kansas City, Mo., to refinance series 2004 and 2004B certificates of participation.

Motion carried 5-0

APPROVAL OF RESOLUTION NO. 2012-03, REFINANCING OF SERIES 2002 CERTIFICATE OF PARTICIPATION:

John Haas, financial consultant with Ranson Financial Consultants, LLC, of Wichita, distributed to trustees information regarding refinancing of the series 2004 and 2004B certificates of participation. These two lease purchase agreements initiated in 2004 cover costs for the campus cooling loop that supplies air conditioning to college buildings, costs related to the Datatel campus computer information system and construction expenses for the Student and Community Services Center.

Haas informed trustees that Country Club Bank and Kentucky-based First Bankers Banc Securities each submitted full bids. Two Garden City banks also expressed interest, he explained, but one submitted a bid on just part of the debt and the other didn't follow through with a final proposal by the deadline.

Haas recommended the refinancing through Country Club Bank of Kansas City, Mo. Country Club will provide approximately \$10,000 more in savings for GCCC than first expected, resulting in savings of approximately \$297,569 in tax dollars.

Motion:

Clifford moved, seconded by Douglass, approve a resolution authorizing Garden City Community College to execute and deliver a lease purchase agreement in connection with the issuance and delivery of \$3,610,000, principal amount of lease purchase agreement refunding certificates of participation, series 2004 and 2004B ; and approving and authorizing certain other documents and actions in connection therewith.

Yea: Schwartz, Douglass, Crist, Clifford, Sterling

Nay: 0

Motion Carried 5-0

Chair Worf declared said Resolution duly adopted. The Resolution was the duly numbered Resolution No. 2012-03 and was signed by Chair Worf and attested by Secretary Crist.

(Supporting documents filed with official minutes)

APPROVAL OF RESOLUTION NO. 2012-04, ADOPTION OF TAX EXEMPT FINANCING COMPLIANCE PROCEDURE:

The federal government now requires a set of procedures for compliance in the use of tax exempt bond proceeds. Bond counsel provided the college with the compliance procedures and resolution to adopt such procedures.

Motion:

Schwartz moved, seconded by Crist, to approve a resolution providing for the adoption of a tax-exempt financing compliance procedures relating to obligations issued and to be issued by Garden City Community College.

Yea: Schwartz, Douglass, Crist, Clifford, Sterling

Nay: 0

Motion Carried 5-0

Chair Worf declared said Resolution duly adopted. The Resolution was duly numbered Resolution No. 2012-04 and signed by Chair Worf and attested by Secretary Crist.

(Supporting documents filed with official minutes)

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed monitoring reports on Executive Limitations, Annual Compensation/Benefits #1, #2, #3. Chair Worf affirmed that the monitoring reports had been read and provided a reasonable interpretation of the policy and evidence of compliance.

(Supporting documents filed with official minutes.)

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees reviewed General Executive Constraints #9, #10, and Treatment of People #2, #3, #4, #5. The discussion touched on issues ranging from retiree health insurance and ethical dissent by employees to the board's practice of accepting bids from local vendors over non-local suppliers as long as the local bids are no more than 10 percent higher.

No changes were recommended.

OWNERSHIP LINKAGE:

No ownership linkage items were reported at this meeting.

REPORTS:

Trustees received numerous information reports as part of the electronic Board packet. A complete report is filed in the electronic Board packet.

President's Report:

Incidental Information:

Recent campus events and developments, challenges and possible solutions are attached as part of these minutes.

Presidential Comments:

GCCC's Head Basketball Coach:

Swender shared with trustees that Rand Chappell has been hired as GCCC men's head Basketball coach.

Chappell, former University of Central Arkansas head coach, holds a bachelor's degree in finance from Missouri State University in addition to an MBA from Missouri.

Legislative Session:

Legislators have completed a difficult session. It was a challenge for legislators to prepare for the future when the present is so uncertain. Swender noted many champions for community colleges at the state level and are much appreciated.

Oil Technician Program:

The proposed GCCC Oil Technician Program has been placed on the consent agenda of the June 21 Kansas Board of Regent meeting for approval. This is the last step in a long process. If approved at the June 21 meeting, official program approval/documentation will be sent to GCCC from KBOR.

Summer Projects/Renovations:

Numerous summer projects and renovations are in progress on the campus. The Academic Building project is ahead of schedule with asbestos ceiling and floor tiles being removed, classroom doorways being widened and new water supply lines installed in the restrooms.

Residential Life is getting new VCT tile, with interior and exterior painting almost complete. In addition, the automotive technology lab will serve a dual purpose as a classroom in the future.

Thank you:

Swender extended his thanks and sincere appreciation to the maintenance staff, saying they are doing an excellent job of keeping facilities and grounds in first-rate condition.

KACCT Retreat:

Swender reported that it was a pleasure for him to attend the June 7- 8 Kansas Association of Community College Trustee retreat on the Johnson County Community College Campus. He enjoyed seeing old friends Walter Bumphus, president and CEO of American Association of Community Colleges, and Norma Kent American Association of Community College Publications.

REPORT FROM KACCT/COP RETREAT JOHNSON COUNTY COMMUNITY COLLEGE:

- Senator Jerry Moran was a surprise guest at the June 7-8 retreat.
- Presentation from North American University was interesting and informative.
- Approved 2012-2013 budget with no dues increase
- No marketing assessment for this year.
- Same slate of officers elected.
- Adopted a Conflict of Interest Policy
- Distributed an overview fact sheet regarding impact of community colleges on local economy.
- Attended Walter Bumphus session on "Reclaiming the American Dream-Community Colleges and the Nation's Future."
- Joint Trustee and COP meeting looked at Transfer and Articulation Report –Missouri 1042. This report deals with core transfer of lower division courses across all institutions, in addition to development of a reverse transfer policy.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Trustee Schwartz informed members Tex-Ok-Kan is conducting a tour of their plant Tuesday, June 27.
- City commission is to discuss returning rail spur and access to airport.
- Developer from Dallas for Holcomb hotel project is to be in town next week.
- FCEDC and Black Hills Energy are hosting a seminar 10:30 a.m.-1:45 p.m., June 29 at the Finnup Center, regarding converting fleet vehicles to natural gas.

- Housing study will be updated soon.

OTHER:

- Board affirmed the time and date for a budget retreat at 6 p.m. June 26.
- No decision on a date for the annual policy governance retreat was reached.

EXECUTIVE SESSION:

Chair Worf recessed the board at 7:45 for a short five minute break.

Motion:

Clifford moved, seconded by Douglass, to recess the board at 7:45 for a five minute break, and to reconvene into a 30-minute executive session at 7:50 for the purpose of discussion of acquisition of property and non-elected personnel. No action will be taken

Motion carried 5-0

Persons included in executive session:

GCCC Board of Trustees
Herbert J. Swender, President
Dee Wigner, Vice President

Meeting adjourned at 8:20 p.m.

UPCOMING CALENDAR EVENTS:

<u>June 26</u>	Budget Retreat, Endowment Room. Working Dinner 6:00 p.m.
<u>July 4</u>	Independence Day holiday – NO CLASSES – OFFICES CLOSED
<u>July 11</u>	Regular monthly meeting, Endowment Room. Dinner 5:00 p.m., call to order at 6:00 p.m.

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Terri Worf
Chair of the Board