



**BOARD AGENDA ITEM:**  
**DATE:**

**4.1-Regular Meeting Minutes**  
**September 11, 2018**

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**REGULAR MEETING MINUTES**  
**Monday, August 20, 2018**  
***Hood River Indian Creek Campus –Building 1, Room 3.312***

**ATTENDANCE:**

**Board of Education:**

Charlotte Arnold  
Dana A Campbell  
Lee Fairchild  
Sarah Segal  
Kim Morgan

Stu Watson

Dr. Kevin McCabe

**Staff and Representatives:**

Dr. Cronin  
Eric Studebaker  
Tiffany Prince

Courtney Judah

Dan Spatz

Jim Austin

Eric Stasak

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**1.0 CALL WORK SESSION TO ORDER**

Lee Fairchild called the work session meeting to order 5:01pm

**2.0 OPEN FORUM FOR STAFF, FACULTY, AND THE BOARD**

Chair Fairchild shares the repurposing the purpose of these brown bag sessions and asks the guests in attendance to share their visioning for the future of CGCC. Some of these visions include:

- Capstones
- Teaching Degree/Certificate
- Transportation between campuses
- Virtual Classrooms
- Community engagement, Community Education
- Networking programs and internships

**3.0 ADJOURN**

The work session adjourned at 5:57 pm.

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***Regular Business Meeting -***

**1.0 CALL REGULAR MEETING TO ORDER**

Lee Fairchild called the meeting to order at 6:03pm.

**2.0 WELCOME AND INTRODUCTIONS**

**3.0 APPROVAL OF MINUTES**

3.1 & 3.2 – May 8, Business Meeting Minutes and Budget Committee Meeting Minutes

**MOTION #1 – APPROVED**

Director Arnold moved to **approve all minutes as amended**. Director Watson seconded. Motion passed unanimously.

**4.0 PUBLIC COMMENT - *Public Comment & Public Hearing for 2018 Supplemental Budget Adjustments***

CGCC Foundation Board member, Dave Mason, spoke sentiments of gratitude for the Board of Education's involvement in the annual golf tournament.

**5.0 REPORT ITEMS**

**5.1 Monthly Financial Update/2017-18 Annual Audit Fieldwork**

Interim Chief Financial Officer, Eric Stasak, discussed all aspects of the college revenues to date, for the new fiscal year, in the form of resources versus requirements and expense categories. Adding that the college administration is aware and mindful of the operational gap and is proceeding to identify areas where the college can increase revenue and cut costs.

**5.2 President Cronin's Chinook Brief**

CGCC President, Dr. Marta Cronin, shared of the recent replacement hire for the Director of Facilities position and her experience and update with the Campus Management/Nexus event that CGCC hosted for all the consortium Oregon Community Colleges that are taking part in the ERP.

**5.3 Board Subcommittee: Policy and Budget report outs**

The Board's Policy Subcommittee presented options the Board of Education can take in moving forward with updating/revising/implementing college policy. Discussion ensued regarding the cost factor.

**MOTION #2 – APPROVED**

Director Watson moved to **approve and accept the expenditure for the College to move forward with a purchase agreement with OCCA for policy rework**. Director Arnold seconded. Motion passed unanimously.

The Budget Subcommittee shared what they had learned in a meeting with Eric Stasak and the goals for moving forward in the monthly budget reports.

**5.4 Foundation Board Update**

Director Fairchild and Segal apprised that the Foundation had reviewed their annual financials and their annual foundation board self-evaluation and the details within those reports

**5.5 Rework of Agendas**

Chair Fairchild one of his goals for this year as Chair was to set up a calendar year cycle for the Board of Education agendas. Also, requesting that the Board Community Subcommittee report out at the next meeting due to all of the community comments that have been gathered.

5.6 Other

6.0 BUSINESS ITEMS

6.1 2017-18 Supplemental Budget

Eric Stasak had asked the Board of Education to make the final budget adjustments for the previous fiscal year. The General Fund and Grant Fund year end closures must be made which requires an approval.

**MOTION #3 – APPROVED**

Director Segal moved to **approve the 2017-18 Year-End Supplemental Budget Adjustments as presented.** Director McCabe seconded. Motion passed unanimously.

6.2 Housing & Skills Center: Analysis and Recommendation

Dan Spatz, Manager of Marketing and Community Outreach, led the Board of Education and President’s Council in examining all of the details regarding the potential Housing and Skills Center. This included a discussion about possible programming and enrollment trends, housing utilization scenario, long term budget impact, and estimated operating costs. As conversations ensued questions were addressed as they arose.

**MOTION #4 – APPROVED**

Director McCabe moved to **approve the request of \$3.5 million public equity contribution from Enterprise Zone Partners.** Director Segal seconded. Motion passed unanimously.

**MOTION #5 – APPROVED**

Director McCabe moved to **authorize staff to explore finance options for balance of housing investment of \$3.8 million.** Director Segal seconded. Motion passed unanimously.

6.3 Enterprise Zone Allocation Process

Dan Spatz, revisits a topic that has been brought before the board for several consecutive months regarding the Mid-Columbia Fire District’s proposal for a rewrite of the way Enterprise Zone dollars are distributed. The Board determined that their Community Subcommittee will work with Dan on options or a plan on this in the near future.

6.4 Moving Monthly Board Meetings

Chair Fairchild discusses the advantages of moving the monthly CGCC Board of Education Meetings to the third Tuesday of every month. Calendars were reviewed.

**MOTION #6 – APPROVED**

Director McCabe moved to **adopt a board meeting schedule of the third Tuesday of every month starting in November.** Director Morgan seconded. Motion passed unanimously.

**6.5 IT Surplus**

The IT Surplus narrative was provided with documentation in the board packet for prior consideration, the Board had no questions or comments.

**MOTION #6 – APPROVED**

Director Arnold moved to **approve the IT Surplus list as presented**. Director Campbell seconded. Motion passed unanimously.

**6.6 Other**

**7.0 EXECUTIVE SESSION - ORS 192.660(2)(e) Real Estate Deliberations**

*The Board of Education entered Executive Session at 8:22 pm for the purpose of conducting deliberations with persons they have designated to carry on real estate property negotiations. The Board adjourned Executive Session at 8:31 pm.*

**8.0 PUBLIC COMMENT**

**9.0 CRITICAL DATES**

Chair Fairchild reviewed the critical dates with the Board.

**10.0 ADJOURN**

The meeting was adjourned at 8:33 pm.

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As recorded by Tiffany Prince,  
Executive Assistant to the President and Board of Education