



**REGULAR MEETING MINUTES**  
**Tuesday, May 10, 2016**  
**The Dalles Campus– Board Room**

ATTENDANCE:

**Board of Education:**

Charlotte Arnold  
Charleen Cobb  
Stu Watson  
Lee Fairchild

Dr. Ernie Keller

**Staff and Representatives:**

Will Norris  
Bill Bohn  
Dr. Frank Toda

Tiffany Prince

Courtney Judah  
Michelle Gietl  
Adam Gietl  
Lori Ufford

**1.0 CALL WORK SESSION TO ORDER**

Charlotte Arnold called the work session meeting to order 5:01 pm.

**2.0 Middle College Point Paper**

Stemming from a former Board of Education meeting the Board asked Dr. Toda to prepare and converse about the what, why, and how the “Middle College” concept took off. Dr. Toda explained that the idea of a Middle College is something that is happening widespread across the nation and is receiving a lot of support for ACCT, OCCA, and internationally as well. He provided background that the Oregon Education Investment Board has been pushing for a K14 model for student success and that is what created many of these conversations between the high school, college, and legislators. Dr. Toda expounded on what work has already been done at CGCC but mainly statewide and how this model/concept is eliminating barriers to success for students. Sharing the discussions that had been had with the Legislative Fiscal Office, some of the 2016 Legislative Session activity, and tied it into the conversations with District 21 (including the CGCC Board meeting where the D21 School Board joined). Following this for the sake of time Chair Arnold and the Board asked for a further conversation take place at the next monthly Board meeting and include other involved parties.

**3.0 Nix Property**

Will Norris, Chief Financial Officer, reports on the College own Nix Property which was purchased in 2013, which includes a single family home, garages, and auxiliary structures. Will also shares with the Board what was a 2012 Facilities Master Plan that included potential growth and additions to the Hood River Indian Creek Campus and also some considerations of what the property can or cannot be used for in moving forward. College staff will continue to look into new Nix Property options and will keep the Board posted accordingly as situations and updates arise.

**4.0 ADJOURN**

The work session adjourned at 6:03 pm.

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**1.0 CALL REGULAR MEETING TO ORDER**

Charlotte Arnold called the meeting to order at 6:06 pm.

**2.0 WELCOME AND INTRODUCTIONS**

Chair Arnold welcomed guests.

**3.0 APPROVAL OF MINUTES**

**3.1 Meeting Minutes, March 8, 2016**

**MOTION #1 – APPROVED**

Dr. Keller moved to **approve the March Board of Education meeting minutes as presented.** Director Fairchild seconded. Motion passed unanimously.

**4.0 PUBLIC COMMENT**

There was no public comments offered.

**5.0 REPORT ITEMS**

**5.1 Monthly Financial Report**

Will Norris, Chief Financial Officer, reviews the Business Office monthly financial report, sharing that this included 10 months of financial data and that the year-end estimates-to-close are based on historical financial patterns and anticipated future expenditures. Expenditure expectations were revised down slightly with the addition of the April financial data and Will reminded the Board that any carryforward amount over budget will be available for appropriation or can be reserved for future expenditure. He also recapped the 2016-17 budget process and went over the Spring Term Enrollment numbers.

**MOTION #1 – APPROVED**

Dr. Keller moved to **receive the Monthly Financial Report.** Director Watson seconded. Motion passed unanimously.

**5.2 Operations Update**

President Toda provided the Board with the monthly college operations update. He went over the monthly SBDC Memo and also shared some of the background and purpose of having a monthly operations update. He gave the status updates of the roofing and phone system upgrades as well as invited Lori Ufford to speak briefly on the progress of the College Master Plan. The Board then discussed the status

from a previous contract with Yvonne Arborgast whom provided some marketing help for the college.

### **5.3 Foundation Update**

Charlotte Arnold, liaison to the CGCC Foundation Board, updated the Board of Education on the details about Foundation Scholarship deadlines, new Foundation Board Members, and the Founder's Cup Golf Tournament which will be on August 6 at the Indian Creek Golf Course.

### **5.4 Director's Reports**

Directors each shared the variety of commitments they have community wide and their individual contribution of spreading college awareness and community outreach as a representative of the college.

### **5.5 Chair's Report**

Chair Arnold added that she was fascinated by the cohesiveness of the foundation and college's strategic plans.

### **5.6 Other**

## **6.0 BUSINESS ITEMS**

### **6.1 PACE Board Resolution**

Tiffany Prince, Assistant to the President and Board of Education, reviewed with the Board the Property and Casualty Coverage for Education (PACE) new Joinder to Trust Agreement for Members as PACE's original trust was adopted in 2006 and the PACE Trustees just completed a review of the original trust and proposed a couple of changes to the OSBA Board of Directors. As the new PACE Declaration of Trust was approved, it is necessary to have all of the trust members have their boards adopt the Joinder of Trust Agreement. By signing the Joinder of Trust Agreement CGCC will be entering into an intergovernmental agreement with PACE, Oregon law requires that self-insured public entity programs be formed through an intergovernmental agreement between the participating parties. The CGCC Board of Education discussed the minor differences between the new and original agreements and approved to move forward.

#### **MOTION #3 – APPROVED**

Director Watson moved to **approve the PACE Joinder of Trust Agreement and allow Tiffany (Assistant to the Board) to move advance the process.** Dr. Keller seconded. Motion passed unanimously.

### **6.2 IT – Phone Surplus**

Richard Jepson went over the list of all the old phones and their accessories that the IT Department is requesting be considered surplus. There was a brief

conversation about what surplus options are out there for the IT Department to utilize.

**MOTION #3 – APPROVED**

Dr. Keller moved to **approve the list of phone items to be surplus to StRUT and then up to IT’s determination.** Director Cobb seconded. Motion passed unanimously.

**6.3 Other**

Chair Arnold presented a letter that had been signed and received by Director Valkenburgh that Director Fairchild read into the record:

Madame Chair

Please accept this notice of intent to retire from the college board of directors. Consider this in effect at such a time that my replacement is made. I urge the board to allow Mr. Jon Farquharson to fulfil my remaining term.

Sincerely

M.D. Van Valkenburgh

Dr. Keller expressed his interest to honor Van’s request.

**MOTION #4 – DID NOT PASS**

Dr. Keller moved to **appoint John Farquharson to the CGCC Board of Directors to fill the vacant position until the term ends.** Director Cobb seconded. Motion did not pass as four affirmative votes were not received. For: Cobb, Keller, and Arnold. Against: Fairchild, Watson.

The Board then discussed the idea of advertising the position to seek out interested individuals for the vacancy.

**MOTION #5 – APPROVED**

Director Watson moved to **advertise for applicants in the Wasco County District to fill the remaining term of the vacant position. Applicants to be received before the next board meeting.** Director Fairchild seconded. Motion passed unanimously.

Director Fairchild wanted to further look back on the whole budgeting process, while it had greatly improved in trying to get fees and expenses to align, he had some concerns regarding unspecific slot holders, that tuition and fees are set before the budget committee meetings, and wanting to keep sticking to the reserves policy that was created by the prior fiscal year budget committee

**MOTION #6 – DID NOT PASS**

Director Faichild moved to **reduce the computer science fees \$5,000 by reducing travel by \$5,000.** Director Watson seconded. Motion did not pass as four affirmative votes were not received. For: Fairchild and Watson. Against: Keller and Cobb.

Conversation did ensue regarding the Career Technical Programs, space utilization, and student fees. It is something the board may continue to look in to in the future.

**8.0 CRITICAL DATES**

Dr. Toda reviewed the critical dates with the Board.

**9.0 EXECUTIVE SESSION – None Scheduled**

**10.0 ADJOURN**

The meeting was adjourned at 7:40 pm.

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