



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

**3.1 – Regular Meeting Minutes**  
**Tuesday, May 16, 2023**

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**REGULAR MEETING MINUTES**  
**Tuesday, April 18, 2023**

*This meeting was held at the Hood River Indian Creek Campus and remotely.*

**ATTENDANCE:**

**Board of Education:**

Jonathan Fost  
Tim Arbogast  
Lucille Begay  
Nathanael Stice  
Kim Morgan  
Robin Feuerbacher

**Staff and Representatives:**

Dr. Marta Cronin  
Danny Dehaze  
Dr. Jarett Gilbert  
Dr. Lorelle Davies  
Courtney Judah  
Mike Espinoza  
Tiffany Prince

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**Regular Business Meeting –**

**1.0 CALL REGULAR BOARD MEETING TO ORDER**

Chair Arbogast called Board Meeting to Order at 6:01pm

**2.0 WELCOME AND INTRODUCTIONS**

**3.0 APPROVAL OF MINUTES**

**3.1 Regular Minutes, March 21, 2023**

**MOTION - #1 APPROVED**

Director Feuerbacher **moved to approve the March 21, 2023 Meeting Minutes, as presented.** Director Morgan seconded. Motion passed unanimously.

**3.2 Special Board Meeting Minutes, March 22 2023**

**MOTION - #2 APPROVED**

Director Stice **moved to approve March 22, 2023 Special Board Meeting Minutes, as presented.** Director Feuerbacher seconded. Motion passed unanimously.

**4.0 PUBLIC COMMENT – none**

**5.0 REPORT ITEMS**

**5.1 SBDC Update**



Gregory Price, shares a list of highlights happening with SBDC.

- SDBC is now offering Construction Contractor Board (CCB) training, testing, and licensing in English and Spanish at least once a term.
- Our center has taken state lead in Disaster Planning and Recovery and the director is not ASBDC national chair for the same topic
- Director is now the state lead on Equity, Diversity, and Inclusion initiative for the network
- We developed a new loan application and process for MCEDD small business loan program
- We brought in funding to develop a full kitchen improvement plan for the CGCC commercial kitchen, café and associated space, for implementation into CGCC's new master plan
- We delivered a custom developed Spanish language training program for existing childcare providers for CCP
- We have executed an IGA with the SBDC network that will allow us to bring Spanish speaking advising support and capital access support to other centers across the state
- Successfully brought in hundreds of thousands of dollars in additional grants funding to our chamber partners for technical assistance, DEI training, Latino outreach for small business, main street development grant, among others
- Worked in partnership for community stakeholders, CGCC, The Port, MCEDD, and Business Oregon, to create the Wasco Innovators Initiative.
- Led the state in capital infusion at \$14,500,000 and delivered 53 training events and worked with over 280 clients
- The director was the only representative from the state of Oregon to provide training and speak at the national ASBDC conference

Greg, shared a list of important updates and future projects that will be happening.

- Strong budget 2022-23, significant reduction in coming budget year 2023-24
- The Gorge's first ever pitch competition coming in June
- Two new advisors coming on board
- Business continuity program development
- Small Business Management program in the fall
- Childcare business acceleration training program in partnership with COCC and Childcare Partners. Training scheduled for the fall
- Youth entrepreneurship and training program
- Swell Gelato, small business of the year
- Technology upgrades, professional development, and marketing
- Women in Business second annual event
- Partnering with CGCC for the National Institute of Standards and Technology grant to support new technology and programming in the skills center



## **5.2 Student Services Enrollment Update**

Mike Espinoza, Vice President of Student Services presents an update.

CGCC's headcount enrollment continues to meet the threshold for our goals, Spring 2022 had a headcount of 457 and Spring 2023 currently has a headcount of 494; this represents an 8% increase.

Mike presents a recommended Enrollment Presentation Schedule:

After the end-of-4<sup>th</sup>-week HECC reporting, per term:

- Fall Term: November Board Meeting
- Winter Term: February Board Meeting.
- Spring Term: May Board Meeting
- Annual: August Board Meeting.

These changes will be updated in the Historical Board Agenda Items for future reference.

## **5.3 Monthly Financial Update**

Dr. Lorelle Davies, Vice President of Finance/CFO presents a Monthly Financial Update.

Our current account balances demonstrate healthy patterns. We added \$20 in one account because we upgraded our register system.

The College's bank account balances total \$10,229,535 on March 31, as shown on the attached report. Accounts receivable balances total \$1,111,967 on March 31, and represent amounts owed to the College from students, property tax, agencies, and grantors.

The College completed the audit for the year ended June 30, 2022. The audited beginning General Fund balance following the year-end closing entries is \$2,885,627. Campus Nexus Financial (CNF) implementation in progress. Sunsetting RogueNet requires a clean reconciliation and back up of existing financials.

First Budget Committee meeting will be Tuesday, April 25<sup>th</sup> at 4:30pm and the second one will be Tuesday, May 2<sup>nd</sup>.

## **5.4 Foundation Board Update**



Director Begay shares the Foundation Board Update in behalf of College Foundation.

- Our bookkeeper and I are working on completing the Foundation's 990s. These are the nonprofit versions of taxes, and yes, they are as arduous as your personal taxes.
- Amy is managing this year's scholarships like a pro. Just a reminder application close on April 15. We currently have 92 completed applications. Amy is encouraging students who still need to complete their applications before the 15th.
- I am delighted to report the Columbia Bank to Umpqua Bank merger went fairly smoothly. The Foundation's bank accounts were transferred without issues, and Quickbooks is connected and working with the new bank.
- I completed and submitted grant reports for Metallica Funds and the Roundhouse grant. As a result, the College/Foundation is poised to apply for these grants again next year. In addition, I am currently completing the Betty Gray ECE grant report and applying for next year's funds.
- Over the past eight weeks, approx. \$25,000 has come from golf sponsorships, scholarship donations, and general donations. These funds have been recorded, deposited, and thank you letters have been written. The Foundation bookkeeper and I will continue this until the new director is hired.
- The college received six applications for the ED position. Two outstanding candidates were invited for a second interview and campus tour. HR will be finalizing an offer next week.

## **5.5 President's Cronin's Chinook Brief**

Dr. Cronin presents her Chinook Brief with updates and relevant dates to share.

- CGCC Foundation has hired Sue Davies as the new Executive Director. Sue will begin on a part-time basis, then transition to full time.
- Senator Wyden visited the Skills Center to see the equipment for Advanced Manufacturing that his and Senator Merkley's support allowed CGGC to purchase through appropriations.
- A great opportunity came up for the college and our students!  
A few years ago, Dr. Cronin joined Excelencia in Education's network of Presidents for Latino Student Success (P4LSS). Now, they partnered with the Bill & Melinda Gates Foundation on a grant opportunity and have invited only 8 presidents from the P4LSS network and their institutions to participate. CGCC is one of those institutions.
- The NWCCU (Northwest Commission on Colleges and Universities) visited CGCC on Thursday, April 13<sup>th</sup> and Friday 14<sup>th</sup> for a Mid-Cycle evaluation.  
The purpose of the mid-cycle review is, in response to the report we submitted (which Susan shared with you) along with the conversations they have and documents they review while on campus, to provide us feedback on the



progress we have made in fulfilling the recommendations we were given during our 7-year accreditation visit in 2020.

We will be receiving a written report with their assessment of our progress sometime in July.

- Staff member of the month goes to Tea Church.
- Faculty member of the month goes to Pam Morse.

## **5.6 OCCA Update**

Director Morgan shares an OCCA Update.

She begins her update by sharing the change in personnel; OCCA's Executive Director Margaret has left through a mutual departure and the Board selected Karen Smith to be the Interim Executive Director.

Karen has served for over 20 years with OCCA as the internal legal counsel and senior Policy Adviser.

OCCA's Board has decided to hold off on starting a Executive Director Search, they will wait until the 2023 Legislative Sessions end.

The All-Oregon Academic Team Luncheon will take place on April 21<sup>st</sup>. During this event, Shemia Fagan will be speaking to the scholarship recipients and the attendees.

## **5.7 Board Subcommittee Reports**

### **5.7.1 Presidential Search Committee**

Director Stice, shares a brief report on the Presidential Search Committee.

Luke Robins, mentioned most applicants come in towards the target date, which is April 20, which means we will have an answer to how many candidates we will have then.

National ads have been placed.

Luke and others are having lots of one-on-one targeted confidential outreach to competitive vendors in Oregon, the Pacific Northwest and Nationally.

ACCT is working hard to cultivate a strong candidate pool that meets the profile of the institution.

The committee will meet again on May 8<sup>th</sup> to review applications.

The Search committee will make a recommendation of some candidates and Board will have to approve those candidates.

## **5.8 Chair's Report**



Chair Arbogast gives the Chair's report.

The Board will have self-evaluation next month. Chair Arbogast will work on a draft and will share with the Board.

We will have 2 new Board Members starting in July. Currently, there are two people running, plus Chair Arbogast.

Policy and Equity Subcommittee will work with Administration to make sure "New Board Member Orientation" is completed and ready by the month of June.

## **6.0 BUSINESS ITEMS-**

### **6.1 Academic Calendar**

Dr. Jarett Gilbert, Vice President of Instructional Services presents the Academic Calendar for approval to the Board.

#### **MOTION - #3 APPROVED**

Director Morgan **moved to approve the 2023-24 Academic Calendar, as presented.** Director Stice seconded. Motion passed unanimously.

### **6.2 IT Surplus List**

Danny Dehaze presents an IT surplus list to be approved for disposal.

#### **MOTION - #4 APPROVED**

Director Stice **moved to approve the Authorized Disposal of IT Surplus Equipment, as presented.** Director Fost seconded. Motion passed unanimously.

### **6.3 Vice Chair Election**

Chair Arbogast questions if any Board members are willing to volunteer for Vice Chair for the remainder of the calendar.

Director Morgan volunteered.

#### **MOTION - #5 APPROVED**

Director Feuerbacher **moved to select Director Morgan as the Board Vice Chair.** Director Fost seconded. Motion passed unanimously.

## **7.0 Public Comment- None**

## **8.0 Critical Dates-**

Chair Arbogast reviews the critical dates and upcoming events with the board.

## **9.0 Adjourn** Chair Arbogast adjourned the meeting at 7:33pm



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As recorded by Andrea Becerra, Executive Assistant to the Board of Education

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