



BOARD AGENDA ITEM:

3.1–Regular Meeting Minutes

DATE:

October 17, 2023

REGULAR MEETING MINUTES

Tuesday, September 19, 2023

This meeting was held remotely.

ATTENDANCE:

Board of Education:

Tim Arbogast
Kim Morgan
Lucille Begay
Jonathan Fost

Nate Stice
OraLee Branch
Laura De La Torre

Staff and Representatives:

Jarett Gilbert
Lorelle Davies
Mike Espinoza
Courtney Judah
Tiffany Prince
Danny Dehaze

1.0 CALL REGULAR MEETING TO ORDER

Chair Arbogast called the meeting to order at 6:00 pm

2.0 WELCOME AND INTRODUCTIONS

3.0 APPROVAL OF MINUTES

3.1 Work Session Minutes, August 12, 2023

MOTION #1 - APPROVED

Director Morgan **moved to approve the Minutes from the August 12 2023 Work Session.** Director Begay seconded. Motion passed unanimously.

3.2 Regular Minutes –August 15, 2023

MOTION #2 – APPROVED

Director Begay moved to **approve the Minutes from the August 15 2023 Board Meeting.** Director Branch seconded. Motion passed unanimously.

4.0 PUBLIC COMMENT

5.0 REPORT ITEMS

5.1 Monthly Financial Update

Dr. Lorelle Davies presents a Monthly Financial Update.

General Fund revenues through August 31 are \$2,349,972 representing 19.7% of the budget and \$12,453 increase over the same period as the previous year. Tuition and fees increased from the same period over last year by 31.4%.

General Fund expenditures through July are \$871,283 representing 7.2% of the budget and a decrease of \$225,410 or a 20.6% decrease over the same period as the previous year. The difference is primarily due to time of recording Institutional and Plant Operations costs.

The College's bank account balances total \$6,665,133 on August 31, as shown in the attached report.

Accounts payable balances total (\$46,154) on August 31 and represent amounts owed to vendors and suppliers of goods and services received by the College.

The College is in the process of completing year end calculations of year ending balancing and fund transfers. Audit work has begun and will continue throughout the Fall.

5.2 Foundation Board Update

Sue Davis, Executive Director of the Foundation, gives an update and reminders of what is currently happening with the Foundation.

The 23rd Annual Founders Cup Golf Tournament was a successful event on September 9th. The event had 25 teams, 100 golfers which was helpful for the income. The next Annual Funders Cup Golf Tournament is scheduled for September 7th 2024.

Sue explains the Foundation is working on final accounting right now and closing the books.

The foundation has its first engagement with Lisa George around diversity, equity, inclusion, reflection of Policy 1300 that was adopted by the Board of education and our interest in getting in alignment with IT.

5.3 OCCA Update

Director Morgan presents the OCCA update.

Director Morgan shares that the OCCA Board had their annual training on September 9th, which had over 50 people in attendance from all over the State

Director Morgan was also in attendance for the Executive Committee Retreat, where she participates on as the Ex Officio President of the Board for OCCA, it was a wonderful retreat, and they are mapping out the upcoming year.

5.4 President's Update

Dr. Lawson presents an Update.

Dr. Lawson shares that CGCC hosted the Faculty-in-service to welcome back faculty for the new academic year. The theme of the In-service was accessibility and equitable student success. Dr. Lawson explains these were important and helpful sessions to educate and learn about Equity and Student Success.

On Tuesday 19th, CGCC hosted the New Student Orientation event, there were two sessions, one virtual and one in person. Virtual session served about 30 students and the in-person session served over 50 students.

Dr. Lawson provides an enrollment update. Currently at a head count of 571 degree seeking students registered for fall quarter, which represents a 7% increase from where we were last year. FTE is up 17%. High School post-secondary enrollment has really grown at a fairly substantial rate, we went from 52 students last year to 75 students this year.

CGCC is hosting the annual RCCA conference this year.

President's Council had an all-day retreat, the main focus was updating CGCC'S set of guiding principles, the mission, vision and the priorities for the college.

CGCC has scheduled an All-Campus meeting on Monday, October 2nd.

Dr. Lawson shares the hard work the college has been involved with the Columbia Gorge ESD, creating an Early Learning Center.

Staff of the month for July is Jessica Griffin Connor, she is the Assistant Director for Student Outreach and Communications.

Faculty for July is Robert Wells Clark, he is our CTE Director in our Advanced Manufacturing Fabrication program.

Staff of the month for August is Danny Jacobson, they work in the library as a library assistant and is a former CGCC graduate and was a gorge scholar.
Mandy Webster is the Faculty of the month in August, Mandy teaches Women's Studies.

5.5 Board Subcommittee Reports

Policy and Equity subcommittee met and Director Morgan shares an update.

The committee had a short meeting to start thinking and planning the goals and what needs to be accomplished this year.

Director Morgan extends an invitation to the board, or anyone from the staff or faculty to share any suggestions for things they'd like to see; please reach out to her, or also you could reach out to Lisa George.

5.6 Chair's Report

Chair Arbogast shares his report.

At the end of the meeting, Chair Arbogast will share a website to receive a reaction from Board Members, to see if it's going to help the Board to find documents.

6.0 BUSINESS ITEMS

6.1 IT Surplus List

Danny Dehaze presents an IT Surplus List for disposal to be approved.

MOTION #3 APPROVED

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

6.2 Procurement | NIST Equipment Purchases

Robert Wells-Clarks presents the Requested Procurement Approvals of over \$75,000 for Advanced Manufacturing and Fabrication.

The Requisition Requests:

Through Selway Machine Tool: HAAS UMC500: \$130,982.15 (Qty 1)
HAAS Desktop Mills \$9,995.00 (Qty 4)
HAAS Mini Mill: \$37,676.50 (Qty 2 or 3)

Through Western Tool: Mitutoyo MiStar555 CMM: \$71,357 (Qty 1)

MOTION #4 APPROVED

Director Morgan **moved to authorize the procurement request, as presented, for purchase. Director Fost seconded.** Motion passed unanimously.

7.0 PUBLIC COMMENT

-None

8.0 CRITICAL DATES

Chair Arbogast reviewed the critical dates with the Board.

Chair Arbogast shares a link to a CGCC Board of Education intranet site. This is to be considered as a this a living document. The goal of this site is to make it more efficient to find information relevant to our roles as CGCC Board of Education Board Members

9.0 ADJOURN

The meeting was adjourned at 7:03pm

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