



**BOARD AGENDA ITEM:**

**5.1 –Regular Meeting Minutes**

**DATE:**

**August 12, 2014**

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**REGULAR MEETING MINUTES**  
**Tuesday, July 8, 2014**  
**The Dalles Campus – Board Room**

**ATTENDANCE:**

Charlotte Arnold

Stu Watson

Robb Van Cleave

Dr. James Willcox

John Schoppert

Dr. Frank Toda

Dave Fenwick

Bill Bohn

Tria Bullard

M.D. Van Valkenburgh

Dan Spatz

Gail Gilliland

**1.0 CALL TO ORDER**

Dave Fenwick called the meeting to order 6:06 pm.

**2.0 WELCOME AND INTRODUCTIONS**

Chair Fenwick welcomed guests, including Gail Gilliland, President's Office Administrative Assistant, who is training to serve as a backup Board secretary if needed.

**3.0 ELECTION OF BOARD CHAIR AND VICE-CHAIR**

Dr. Wilcox noted that past practice has been to elect the chair on a rotational basis.

**MOTION #1 – APPROVED**

Dr. Wilcox moved to **nominate M.D. Van Valkenburgh as the 2014-15 Board Chair**. Stu Watson seconded. Motion passed unanimously.

The gavel was passed to from Dave Fenwick to M.D. Van Valkenburgh and M.D. Van Valkenburgh assumed the position of Board Chair.

**MOTION #2 - APPROVED**

Stu Watson moved to **nominate Charlotte Arnold as 2014-15 Board Vice-Chair**. Dave Fenwick seconded. Motion passed unanimously.

**4.0 RECOGNITION OF OUTGOING BOARD CHAIR**

Dr. Toda presented Dave Fenwick with a plaque in appreciation of his service as the 2013-14 Board Chair.

**5.0 APPROVAL OF MINUTES**

**5.1 MOTION #3 – APPROVED**

Dr. Willcox moved to **approve the June 10 regular meeting minutes, as presented**. Stu Watson seconded. Motion passed unanimously.

## 6.0 REPORT ITEMS

### 6.1 Foundation Report

Charlotte Arnold, liaison to the Foundation Board, reported that the Foundation has received \$154,000 of their possible \$200,000 match through the Title III grant. Charlotte also provided an update on Foundation Board reappointments and the election of officers. The annual golf tournament is August 2 at Indian Creek Golf Course in Hood River; team and other sponsorship opportunities are available. Finally, Charlotte reported that full-year scholarships are available with awards in mid-August. The Foundation's scholarship budget for 2013-14 was \$148,000.

### 6.2 Operations Report

Robb Van Cleave, chief operating officer, stated that he has engaged a firm to complete the employee survey. The survey will be distributed in October. He will be requesting a contingency transfer of about \$12,000 to cover the cost of the survey not budgeted for this year. The goal is to make the survey more efficient and to increase participation.

In regard to the CFO search, Robb stated that he will be presenting to the monthly financial reports and that Lisa will send them out prior to the meetings. Lisa has agreed to work part time until the CFO position has been hired and will participate in Board meetings as requested. Robb stated that the position was posted extensively twice and that no viable candidates were received. He suggested hiring a search firm as a next step. The Board recommended he not engage with a search firm at this time and to continue local efforts. It was also suggested that some of the certifications be dropped.

### 6.3 Other – None

## 7.0 BUSINESS ITEMS

### 7.1 Selection of OCCA Representative and Alternate MOTION #4 – APPROVED

Dave Fenwick moved to **nominate Dr. Ernie Keller as the OCCA representative for the 2014-15 academic year.** Charlotte Arnold seconded. Motion passed unanimously.

Stu Watson moved to **nominate Dave Fenwick as the OCCA alternate representative for the 2014-15 academic year.** Charlotte Arnold seconded. Motion passed unanimously.

### 7.2 2014-15 Board of Education Calendar MOTION #5 – APPROVED

Stu Watson moved to **approve the 2014-15 Board of Education calendar, as presented.** Dave Fenwick seconded. Motion passed unanimously.

**7.3 2014-15 Consent Calendar**

**MOTION #6 – APPROVED**

Dave Fenwick moved to **approve the 2014-15 consent calendar, as presented.**

Charlotte Arnold seconded. Motion passed unanimously.

**7.4 Alcohol Exemption – Business After Hours on September 4**

**MOTION #7 – APPROVED**

Dave Fenwick moved to **approve an exclusion from the Alcohol/Controlled Substance Use Policy GBCBA for the Business After Hours event on Thursday, September 4, 2014, at Hood River-Indian Creek Campus.** Stu Watson seconded.

Motion passed unanimously.

**7.5 Other**

Dr. Toda acknowledged Tria Bullard in the ACCT Quarterly Trustee magazine.

**8.0 CRITICAL DATES**

Dr. Toda reviewed the critical dates with the Board, noting the next Board meeting is August 12, 2014 on the Hood River-Indian Creek campus. OCCA is hosting Board Training in August at the Oregon Garden Resort. The Foundation's Golf Tournament is August 2 and Indian Creek Golf Course in Hood River.

**9.0 EXECUTIVE SESSION – None**

**10.0 ADJOURN**

The meeting was adjourned at 6:45 pm.

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As recorded by Tria Bullard,  
Director of Board and Executive Services