**BOARD AGENDA ITEM:** **4.1 – Regular Meeting Minutes**
**DATE:** **July 21, 2026**

**REGULAR MEETING MINUTES**
**Tuesday, June 16, 2026**
**This meeting was held remotely**

ATTENDANCE:

**Board of Education:**
Kim Morgan
Tim Arbogast
Lucille Begay
OraLee Branch
Nathanael Stice
Darcy Long

**Staff and Representatives:**
Dr. Kenneth Lawson
Dr. Jarett Gilbert
Sam Draper
Karly Aparicio
Sue Davis
Tiffany Prince

## 1.0 CALL REGULAR MEETING TO ORDER

Chair Stice called the meeting to order at 5:32pm

## 2.0 WELCOME AND INTRODUCTIONS

Chair Stice led group introductions.

## 3.0 APPROVAL OR MODIFICATION OF THE AGENDA

Chair Stice opened the floor for considerations on modifying or approving the agenda.

**MOTION #1 - APPROVED**
Director Long **moved to approve the agenda, as modified.** Director Morgan seconded. Motion passed unanimously.

## 4.0 APPROVAL OF MINUTES

### 4.1 Regular Minutes, May 2026

**MOTION #2 - APPROVED**
Director Morgan **moved to approve the meeting minutes from the May 2026 board meeting.** Director Branch seconded. Motion passed unanimously.

## 5.0 PUBLIC COMMENT, SPPLEMENTAL BUDGET HEARING, BUDGET TESTIMONY FOR FY 2026-27

No comments.

## 6.0 GUEST PRESENTATIONS

### 6.1 Audit Presentation

Caroline Wright and Bree Davis, of CliftonLarsonAllen LLP, presented the FY 2025 audit results to the Board.

Ms. Wright reported that the College received an unmodified opinion on the financial statements, which is the highest level of assurance provided in an audit. She stated that the financial statements were presented fairly in all material respects. She also reported no findings related to Oregon state regulation testing or governmental auditing standards internal control testing.

Ms. Wright reviewed financial highlights, including an increase in overall assets primarily related to unspent bond proceeds, an increase in accounts receivable due to the timing of state appropriation payments, an increase in long-term debt related to bond issuance, and an overall increase in net position.

Ms. Davis reviewed the single audit, which was required because the College expended more than $750,000 in federal funds. She reported that the Student Financial Assistance Cluster was tested as the major federal program and that the College received an unmodified opinion on compliance for that program.

The auditors reviewed several single audit findings related to federal financial aid processes, including enrollment reporting, third-party servicer oversight, Return of Title IV calculations, exit counseling notifications, and satisfactory academic progress evaluations. It was noted that several findings were repeat findings from the prior year, but that the College had made progress and implemented corrective actions during the audit period.

Board members asked questions regarding the findings, corrective actions, and the distinction between material weaknesses and significant deficiencies. Chair Stice requested that the corrective action plan be included in a future Board packet for additional review.

Ms. Wright noted that planning for the FY 2026 audit has already begun, with fieldwork scheduled for October and a goal of issuing the audit by December 31. Chair Stice expressed appreciation for the presentation and acknowledged the progress made by the College.

## 7.0 EXECUTIVE SESSION

**Executive Session- ORS 192.660(2)(a), 192.660(7), Employment of an Officer**

*The Board of Education entered Executive Session at 6:15pm for the purpose considering the employment of an officer.*

*The Board adjourned Executive Session at 7:23pm.*

Once back in public session Chair Stice provided the following statement:

The Board discussed President Lawson's performance for Academic Year 2025-26 and described the conversation as generally very positive. He stated that he would share the feedback with Dr. Lawson. Chair Stice also noted this year is a contract negotiation year for President Lawson's contract renewal.

**MOTION #3 - APPROVED**
Director Arbogast **moved to authorize Chair Stice to negotiate Dr. Lawson's contract renewal.** Director Begay seconded. Motion passed unanimously.

## 8.0 BUSINESS ITEMS

### 8.1 Suspension of Paramedic AAS Degree

Susan Lewis presented a request to suspend the Paramedic Associate of Applied Science degree. Susan explained that the degree had not been offered for some time and had never fully launched due to low enrollment and the high cost of materials needed to operate the program.

Susan shared that the College has instead established an agreement with Chemeketa Community College that allows CGCC students to complete their first-year coursework and general education requirements through CGCC, then complete the second-year paramedic coursework through Chemeketa. She noted that Chemeketa provides instruction on CGCC's campus, allowing students to remain in the Gorge for most of the program, though some clinical rotations may require travel outside the region.

Ms. Lewis clarified that CGCC will continue to offer the EMS certificate and first-year EMS courses.

**MOTION #4 - APPROVED**
Director Arbogast **moved to suspend the Paramedic Associate of Applied Science Degree.** Director Begay seconded. Motion passed unanimously.

### 8.2 Master Lease Agreement with Columbia Gorge Regional Airport

Dr. Kenneth Lawson presented the Master Lease Agreement with the Columbia Gorge Regional Airport for hangar space currently under construction at the airport. Dr. Lawson explained that the lease will replace the College's current lease with Crestline and will increase both facility costs and instructional capacity for the Aviation Maintenance Technology program.

Dr. Lawson noted that the new hangar space is approximately 14,000 square feet and will allow the College to serve more students. He stated that the program's break-even point is approximately 14 students and that the lease supports both student training and economic development at the airport.

Board members discussed the 20-year lease term, annual lease cost, inflationary increases tied to CPI, and the relationship between the lease term and site control requirements for grant-funded improvements. Board members also asked whether the lease includes an early termination provision. Dr. Lawson stated that there is not a specific release provision in the lease, but that the agreement includes a process to negotiate amendments if needed.

**MOTION #5 - APPROVED**
Director Morgan **moved to approve the Master Lease Agreement between Columbia Gorge Regional Airport and Columbia Gorge Community College.** Director Begay seconded. Motion passed unanimously.

**8.3 Supplemental Budget Approval**

Sam Draper presented the FY 2025-26 supplemental budget. Mr. Draper explained that the supplemental budget was discussed at the previous meeting and is primarily the result of additional state revenue and increased personnel costs associated with the union contract.

Sam reported that the College received approximately $800,000 more in state revenue than anticipated when the original FY 2025-26 budget was developed. He explained that the expenditure increase is largely tied to employee wage adjustments, including cost-of-living adjustments and additional steps that were not included in the original budget. He noted that the supplemental budget also includes a one-time $25,000 transfer to support SBDC programming.

The supplemental budget includes approximately $812,000 in additional revenue and $763,000 in additional expenses. Sam also requested an increase to the student aid fund authority to ensure that any additional federal student aid received can be distributed to students before the end of the fiscal year.

**MOTION #6 - APPROVED**
Director Long **moved to adopt Resolution 06162026.1, adopting supplemental budget for FY 2025-26 and making supplemental**

**appropriations as presented.** Director Branch seconded. Motion passed unanimously.

### 8.4 Adoption of FY 2026-27 Budget

Sam Draper presented the resolution adopting the FY 2026-27 budget, noting that the budget had been reviewed with the Budget Committee and that the resolution summarizes the full budget by fund and appropriation category.

Sam stated that the numbers are functionally the same as those reviewed by the Budget Committee, with only a very small correction from the version previously presented. Board members were given the opportunity to ask questions, and no additional discussion followed.

**MOTION #7 - APPROVED**

Director Long **adopt Resolution 06162026.2, adopting the fiscal year 2026-27 budget, making appropriations, imposing taxes, and categorizing taxes as provided in the resolution.** Director Begay seconded. Motion passed unanimously.

### 8.5 PACE Insurance Renewal

Sam Draper presented the PACE insurance renewal for Board approval, which requires Board approval because the contract exceeds the College's $75,000 threshold for Board-approved purchases or contracts.

Sam shared that the renewal amount is approximately $277,000, an increase from approximately $240,000 the prior year. He explained that the renewal covers nearly all of the College's insurance needs and is provided through PACE, a consortium that provides insurance coverage for Oregon community colleges. He noted that the renewal is not subject to public bidding.

**MOTION #8 - APPROVED**

Director Begay **approve the PACE Insurance Renewal.** Director Morgan seconded. Motion passed unanimously.

## 9.0 REPORT ITEMS

### 9.1 Bond End of Month Report

Chris McKay provided the monthly bond update. Mr. McKay reported that the College received bids for the wave funding project and that four bidders participated. He stated that the bids came in under budget, and the project will move forward this summer at both the Hood River and The Dalles campuses.

Mr. McKay also reported that roofers had mobilized and begun work on the Building 4 roof, where the pottery program is currently located. He shared that

Kirby Nagelhout also mobilized that day to begin replacement of the stairs on Building 3. Mr. McKay noted that he was scheduled to meet with TKE Elevators the following day regarding elevator replacement.

Mr. McKay stated that after approximately a year of planning and meetings, the College is beginning to see visible progress and the benefits of the bond process.

**9.2 Monthly Financial Report**

Sam Draper reviewed the Monthly Financial Report with the Board. He noted that one general fund budget line related to student scholarships was slightly over budget, but that the supplemental budget approved earlier in the meeting would address year-end budget issues.

Mr. Draper stated that the College was on track for a positive financial year.

Director Arbogast asked about the contingency amount included in the supplemental budget and whether those funds had been spent. Mr. Draper clarified that the contingency funds had not been spent or touched.

Unaudited General Fund Revenue and Expense Summary as of May 31st, 2026

General Fund revenues through May 31st are $14,084,396 representing 102% of the budget and $1,107,987 increase over the same period as the previous year. The primary driver of this is state appropriations.

General Fund expenditures and transfers through May are $10,183,427 representing 81% of the budget and an increase of $528,638 over the same period as the previous year. Expenditures have increased in the Instruction and Instructional Support functions.

Bank Account Balances, Receivable and Payables

The College's bank account balances total $18,600,868 on May 31st. Accounts receivable balances total $678,360 and represent amounts owed to the College from students, property tax, agencies, and grantors. Accounts payable balances total $74,156 and represent amounts owed to vendors and suppliers of goods and services received by the College.

Café Operations

Café operational highlights include revenue of $100,443 which is trending behind the annual revenue target of $133,750. Operating costs were $264,362.

**9.3 OCCA Update**

Director Long provided the monthly OCCA update. Director Long noted that the OCCA memo was included in the Board packet and encouraged Board members to review it. She also reminded Board members to complete the OCCA survey, noting that a reminder had been sent that day and that the survey takes approximately ten minutes to complete.

Director Long stated that she would provide a legislative update at the next meeting, including updates related to Oregon Promise, the Opportunity Grant, and other legislative items. Chair Stice asked whether additional time should be set aside for that update, and Director Long stated that she anticipated the report would take approximately five to ten minutes.

**9.4 Chinook Brief**

Dr. Kenneth Lawson, President, presents a monthly Presidential Operational Update, for the Board of Education.

Equitable Access:
» Direct Admissions Family Night CGCC hosted a Somos Family Night as part of the Direct Admissions pilot program. Ten additional students are expected to enroll for Fall 2026, with district-wide implementation planned for Fall 2027.
» Veteran Community Engagement Resource Navigator Emilie Sanchez Lopez organized a visit to the Oregon Veterans Home, bringing students and veterans together to share stories and build connections. The event highlighted veteran services and mental health resources available in the region.
» Career Readiness Workshops Student Life hosted three Career Readiness Workshops focused on job searching, resumes, and interview preparation. Thirty-one students participated, and one student received an
interview call-back during the series.
Equitable Learning and Outcomes:
» Statewide Transfer Leadership Dr. Zip Krummel was elected to Oregon's Transfer General Education (TGE) Framework Subcommittee, which is developing a new statewide framework to streamline transfer pathways between Oregon community colleges and universities.
» Bachelor of Applied Science in Education Given HECC's recent approval of the Bachelor of Applied Science in Education (BASE) we are collaborating with partners at Linn-Benton Community College on the development of curriculum. Susan Lewis, Dr. Zip Krummel, and Kristen Booth are taking the lead on this work.
» Grow Your Own Educators Celebration Nineteen education and early childhood students, alumni, and family members gathered to celebrate the end of the academic year through the Grow Your Own Educators program. The event recognized and supported future educators in the Gorge.
» General Education Program Review Every five years, CGCC academic programs complete a comprehensive Program Review. This June, faculty chairs from the General Education program (Leigh Hancock, Pam Koop, Dr. Zip Krummel, Rob Kovacich) and Vice President of Instructional Services, Dr. Jarett Gilbert, successfully presented their review, which reflected on program mission and

priorities, past goals, student achievement, enrollment, and budget data, and set goals for the next five years.

Economic growth, inclusive prosperity, and thriving community:

» SBDC Client Receives Statewide Recognition Rebel Metalworks was named the 2026 Oregon SBA Small Blue Collar Business of the Year. The company credits support from the CGCC Small Business Development Center in helping grow from a startup into an award-winning fabrication business.

» Conference Keynote tina ontiveros served as keynote speaker at the annual Community Action Partnership of Oregon conference, presenting to more than 200 community action professionals from across the state on voice, storytelling, and representation.

Other News:

» Commencement Special thanks to the Student Services and the Facilities and Maintenance teams for organizing and setting up a successful commencement for the class of 2026 last week! It was a great opportunity to celebrate our graduates and acknowledge their achievements.

» New Bilingual Recruiter We are excited to welcome Lety Breckterfield as CGCC's new bilingual recruiter. A Gorge native with experience in community engagement and marketing, Lety will help strengthen relationships with K–12 schools and community partners throughout the region. She will start in the middle of July.

» New Director of Library and Learning Commons We are excited to welcome Lynn Durkee as CGCC's new Director of the Library and Learning Commons. Lynn comes to us with over 30 years of library experience in college and university settings. Most recently she has served 4 years as library manager for Yavapai College, Verde Valley Campus in Clarkdale Arizona. She is skilled in physical and digital collection development, library and information literacy instruction, digital services, hosting library events, circulation, staff management, and much more.

**9.5 Monthly Foundation Report**

Director Branch provided the Monthly Foundation Report. Director Branch noted that the Foundation report was included in the Board packet. She highlighted that The Roundhouse Foundation awarded $2,500 to support the College's food pantry. She also reminded Board members that the next Founders Cup Golf Tournament is scheduled for September 12.

**9.6 Board Subcommittee Reports**

**9.6.1 Policy & Equity Subcommittee**

Chair Stice introduced the Board Subcommittee Reports and noted that the Finance and Audit Subcommittee and Policy and Equity Subcommittee held a joint meeting.

Director Long reported that the joint subcommittee meeting focused on one policy-related topic, which will be brought forward for discussion at the next Board meeting. She noted that the subcommittees spent significant time working through the issue and were able to reach a place where it could move forward.

**9.6.2 Finance & Audit**

See above, 9.6.1

**9.6.3 President's Performance Review**

Chair Stice also noted that the President's Performance Review had been discussed earlier in the meeting during Executive Session.

**9.7 Chair's Report**

Chair Stice provided the Chair's Report and announced that Director De La Torre had formally resigned from the Board. He acknowledged Director De La Torre's service and contributions, including her work chairing several Board subcommittees, and noted that her resignation is a loss for the Board and the College.

Chair Stice stated that the remaining Board members will need to appoint a replacement to complete the remainder of the term for the Hood River seat. He noted that the process is addressed in Board policy and administrative rules, and that the president's office will assist with the process. Chair Stice expressed hope that the application process could begin quickly, with the goal of identifying a replacement before the next Board meeting or the August planning session.

Chair Stice also encouraged Board members to begin thinking about Board leadership roles for the coming year, noting that Board Chair and Vice Chair elections will take place at the next meeting. He reflected on his service as Chair and shared appreciation for the opportunity to participate in commencement and congratulate students as they received their diplomas.

**9.0 CRITICAL DATES**

Chair Stice reviewed the critical dates with the Board.

**10.0 ADJOURN**

The meeting was adjourned at 7:56pm

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