BOARD AGENDA ITEM: **4.1 – Regular Meeting Minutes**
DATE: **October 20, 2026**

REGULAR MEETING MINUTES
Tuesday, September 15, 2025
This meeting was held remotely

ATTENDANCE:

Board of Education:	Darcy Long	Tiffany Prince
Kim Morgan	**Staff and**	Karly Aparicio
Tim Arbogast	**Representatives:**	Sam Draper
Lucille Begay	Dr. Kenneth Lawson	
Nathanael Stice	Dr. Jarett Gilbert	

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 AGENDA

MOTION #1 - APPROVED

Director Long **moved to approve the agenda as presented.** Director Morgan seconded. Motion passed unanimously, with members present.

4.0 APPROVAL OF MINUTES

4.1 Meeting Minutes, August 18, 2026

MOTION #2 - APPROVED

Director Morgan **moved to approve the meeting minutes from the August 2026 board meeting.** Director Long seconded. Motion passed unanimously, with members present.

4.2 Special Meeting Minutes, July 7, 2026

MOTION #3 - APPROVED

Director Long **moved to approve the meeting minutes from the July 2026 special board meeting.** Director Morgan seconded. Motion passed unanimously, with members present.

5.0 PUBLIC COMMENT – none

6.0 BUSINESS ITEMS

6.1 Bond Financial Change Approval for HVAC System

Chris McKay, with HMK Company, presented a recommendation to reallocate remaining bond funds from completed summer projects to HVAC needs. Chris McKay explained that several bond projects bid and were completed under budget, creating additional funds that could be returned to unallocated revenue.

Chris stated that HVAC needs remain significant and exceed the original project budget. He explained that the recommended reallocation would support high-priority HVAC systems identified by engineers, including systems needed for code compliance, outside air, cooling, and heat at The Dalles Campus, as well as replacement units at the Hood River Campus. He noted that the proposed work would extend the useful life of the systems by approximately 20 to 25 years while remaining within the overall bond budget.

MOTION #4 - APPROVED

Director Morgan **moved to accept the recommendation to reallocate bond funds to HVAC.** Director Long seconded. Motion passed unanimously.

6.2 Empower2Grow, Small Business Association Grant

Robert Wells-Clark presented the Empower2Grow Small Business Association grant budget for Board approval. He explained that CGCC received a $750,000 sub-award through Oregon State University as part of a larger $5 million grant award.

Robert shared that the grant aligns with the College's existing Department of Energy Industrial Training and Assessment Center work and will support CGCC's role as an additive manufacturing training hub. The grant will support small business training, outreach, curriculum development, and implementation of additive manufacturing technologies. He noted that OSU will also provide a staff person to work onsite at CGCC to assist with curriculum and training development, and that this position is funded by OSU outside of CGCC's $750,000 award.

The Board discussed the grant structure, participant costs, training schedule, and budget. Robert clarified that trainings funded through the grant will be fully subsidized by the SBA and free for eligible participants, while still allowing CGCC to continue its regular activities. He also clarified that while procurement categories include maximum limits, the total grant budget request is $750,000.

Board members expressed appreciation for the grant award and the continued development of CGCC's additive manufacturing work.

MOTION #5 - APPROVED

Director Arbogast **moved to approved the Empower2Grow grant budget.** Director Begay seconded.

5.3 Procurement Approval – EOS M400-4 Metal 3d Printer

Robert Wells-Clark next presented a procurement request for the purchase of an EOS M400-4 metal 3D printer. Robert explained that the equipment would increase the College's current metal additive manufacturing build capacity.

Robert stated that the equipment would also allow CGCC to work more directly with Oregon State University research teams on qualified processes for manufacturers, advanced materials, and custom parameters connected to newer technologies and research. He noted that the recommendation followed a visit with Oregon State University faculty, researchers, and additive manufacturing staff through the Pacific Northwest Institute for Advanced Manufacturing.

Board discussion focused on CGCC's role in advanced manufacturing and metal 3D printing. Robert shared that CGCC is the only community college working with Oregon State University in modern advanced manufacturing and that metal 3D printing is a developing niche for the College. He noted that the equipment would support small businesses, strengthen CGCC's partnership with OSU, and provide students with training connected to high-wage career pathways.

MOTION #6 - APPROVED

Director Arbogast **moved approve the procurement purchase in accordance with applicable and relevant board policies and state laws.** Director Begay seconded. Motion passed unanimously.

6.4 Consideration of Future Pension Obligation Bonds

Sam Draper provided an update on the College's consideration of future pension obligation bonds. He explained that group pension obligation bond offerings are uncommon and generally occur when a prior set of bonds is expiring. He noted that larger institutions may be able to move forward independently, but smaller institutions generally rely on a group structure to help offset fixed costs.

Sam stated that current interest rates make the option less favorable at this time. He noted that the current borrowing rate for the College would likely be above 5%, which may make participation less beneficial. He also shared that a resolution is being prepared and is expected to come back to the Board at the October meeting.

Board members briefly discussed current interest rate conditions and the possibility that rates may not decrease in the near future.

No formal action was taken.

7.0 REPORT ITEMS

7.1 Monthly Bond Update

Chris McKay, with HMK Company, provided the monthly bond update. He shared that the end-of-month report was included in the Board packet and provided an additional summary of bond-related contractor awards, project services, contract amounts, procurement methods, and the statutory basis for those procurement methods.

Chris stated that the contractor awards were procured in alignment with Oregon statutes and noted that the College will have an annual audit to confirm compliance. He explained that the summary was intended to provide Board members with additional context regarding who has been awarded bond-related contracts, what services they are providing, and how those procurements were completed.

Board members expressed appreciation for the additional procurement information and discussed the value of having more detail available, particularly if questions arise from the community. Chris stated that future reports could include bid tabulation information showing who submitted bids and the bid amounts.

Chair Stice thanked Mr. McKay for the update and additional information.

7.2 OCCA Update

Director Long provided the monthly OCCA update. She reported that she had been invited to continue serving on the OCCA Legislative Committee for the coming year.

Director Long shared that Dr. Gilbert led CGCC's delegation to OCCA Legislative Days at the State Capitol. Dr. Lawson noted that the visit provided an opportunity to speak with legislators about the importance of funding community colleges at the current service level, despite anticipated budget challenges.

Director Long reported that OCCA launched the statewide Community Colleges Work for Oregon campaign in conjunction with Legislative Days. She explained that the campaign highlights findings from a new economic impact analysis and reinforces the economic return Oregon receives from its community colleges. Director Long requested that local CGCC impact information be shared with the Board so members can use clear talking points in their community networks.

Director Long also discussed the importance of distinguishing between students served and FTE when advocating for community college funding, noting that community colleges serve many part-time students whose support needs still create institutional costs.

Director Long reminded Board members that the OCCA Annual Conference is scheduled for November 4-6 at Sunriver Resort. Director Morgan shared that she will continue serving on OCCA's Member Services Committee and noted that conference sessions are expected to include policy, finance, advocacy, and rural community college topics.

7.3 Monthly Financial Report

Sam Draper reviewed the Monthly Financial Report with the Board.

Sam reported that a soft close had been completed for the prior fiscal year and that the Board packet included a statement showing balances carried forward. He noted that the College's balances appear healthy, though a final report for the prior year was not yet ready and would be provided at the next Board meeting.

Sam also stated that the College is still early in the current fiscal year and has received its first state payment. Director Arbogast asked about tuition and fee revenue appearing lower than the prior year. Sam clarified that approximately $700,000 in tuition collected in May and June for summer and fall terms needs to be moved forward, and that the adjustment had been completed in the system but had not yet posted.

7.4 Chinook Brief

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

<u>Equitable Access:</u>

- Weeks of Welcome is a dedicated series of events designed to meet students where they are to ensure a smooth start to the academic year. The program features a variety of helpful, hands-on sessions—ranging from campus tours and tech labs to advising and financial aid support—tailored for both new and returning students as well as their families.

- CGCC joined the community at Hood River Latino Fest on August 16, with staff connecting with families and sharing information about college programs and opportunities.
- CGCC was represented at Hood River County School District's annual Ready, Set, Learn! Resource Fair, a "one-stop shop" for local students and families. We shared information about dual enrollment, connected with prospective students, and invited parents to explore our free ESOL classes.

Equitable Learning & Outcomes

- The library has officially converted our last Dewey Decimal book into our subject based cataloging system.

Thriving Community

- The fall PTK blood drive is Thursday, October 22nd. Make your appointment here.
- In September, the Library is celebrating Constitution Day with a display of books, DVDs, posters and free copies of the U.S. Constitution in English or Spanish

Other News & Events

- Blanca Aunger has been selected as Newman Civic Fellow for her outstanding public leadership potential. Fellows were nominated directly by their institution's president, and Blanca will participate in a year-long leadership program with a small cohort of selected students from across the country. They will focus on strategies for social change.
- The Foundation's annual Founders Cup Golf Tournament brought together a full field of supporters for an exceptionally fun and successful day at Indian Creek Golf Course in Hood River. Held September 12th, the college's largest annual scholarship fundraiser welcomed 120 golfers, 21 volunteers, and four Foundation Board members—all contributing to a memorable event focused on expanding opportunity for CGCC students.

7.5 Monthly Foundation Update

The Monthly Foundation Report was included in the Board packet.

Chair Stice noted that the report would be skipped during the meeting because both Sue Davis and Director Branch were unavailable to provide the update.

7.6 Board Subcommittee Reports

Chair Stice reviewed the Board subcommittee assignments:

- The Policy and Engagement Subcommittee includes Director Morgan as Chair, with Directors Branch and Long serving as members.

- The Finance and Audit Subcommittee includes Director Begay as Chair, with Directors Long and Arbogast serving as members.
- The President's Performance Review Subcommittee includes Chair Stice as Chair, with Directors Branch, Morgan, and Arbogast serving as members.

Director Morgan reported that the Policy and Engagement Subcommittee did not meet during the month but had coordinated scheduling and plans to begin meeting in October on the second Tuesday of the month at 4:00 p.m.

Chair Stice noted that the other subcommittees had not met.

8.4 Chair's Report

Chair Stice provided the Chair's Report which included board discussion of outreach and Board goals.

Board members discussed recent outreach activities and opportunities to represent the College in the community. Director Morgan shared that she had identified herself as a CGCC Board member while judging photography at the Gilliam County and Sherman County fairs, which led to conversations with community members about the College. She also noted continued opportunities for partnership through her service on the library board. Director Long noted that the planned Farmers Market outreach did not take place due to weather.

Chair Stice reviewed the Board goals and discussed how they may align with subcommittee work. The goal related to financial and fiduciary oversight was identified as aligned with the Finance and Audit Subcommittee. Goals related to Board orientation, onboarding, training, and engagement were discussed as likely areas of focus for the Policy and Engagement Subcommittee, with the possibility of using short-term or ad hoc work groups as needed.

The Board also discussed future orientation topics that may be useful for Board members to revisit annually, including budget, public meetings law, and other recurring governance responsibilities. Dr. Lawson shared that his first session leading the Equity as Democratic Practice learning community is tentatively scheduled for October 9.

The Board discussed future planning for an update to the Facilities Master Plan. Dr. Lawson noted that additional planning will likely begin after audit work is further along, with a possible update to the Board in January regarding the planning timeline.

8.0 CRITICAL DATES

Chair Stice reviewed the critical dates with the Board.

9.0 ADJOURN

The meeting was adjourned at 6:40pm

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