
December 23, 2023

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, January 23, at 5:00 p.m.** in the Board Room, Thomas Hall, of Colby Community College, Colby, Kansas, to access the meeting via Zoom, please utilize this link:

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

CCC Mission: students to adapt to a diverse society. opportunities for student growth. student learning with professional experiences. January 23, 2023

I. **CALL TO ORDER:**

The Regular board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in Thomas Hall on Monday, January 23, 2022, at 4:00 p.m. A Executive Session with the Board of Trustees and Dr. Carter. Arlen Leiker moved to approve this request and Jessica Vaughn seconded the motion. It passed 5-0.

MEMBERS PRESENT:

Arlen Leiker, Donna Henry, Quintin Flanagin, Jessica Vaughn and Dr. Seth Carter were present. Audrey Hines telephoned into the meeting.

MEMBERS ABSENT:

Patrick Toth was absent.

OTHERS PRESENT:

Sheri Knight, Vice President of Business Affairs; Doug Johnson, Director of Public Affairs; Dr. Tiffany Evans, Vice President of Academic Affairs; Nikol Nolan, Vice President of Student Affairs; Mike Saddler, Athletic Director, and Sloane Enninga from the Colby Free Press. Chriss Ellison recorded the minutes.

II. **INTRODUCTIONS:**

Introductions included D. Scot Loyd and Christina Henson from the Loyd Group, LLC, Sloane Enninga from the Colby Free Press, and the Board of Trustee members.

III. **APPROVAL OF THE CONSENT AGENDA:**

Jessica Vaughn moved to accept the consent agenda, and Donna Henry seconded the motion. The motion passed 5-0.

IV. **BUSINESS**

A. OLD BUSINESS:

Student Collections/Write-Offs (Action): This was approved at the last Board of Trustee meeting under the Consent Agenda. It should not have been and was not listed as a line item for an individual vote. The Board of Trustees have always formally voted on the Student Collection/Write-Off as a single item. Donna Henry made a motion to accept the collection report as presented, and Arlen Leiker seconded the motion. It passed 5-0.

B. AUDIT (ACTION):

The final audit report was received during the week of January 16, 2023. Two representatives from the Loyd Group, LLC presented the highlights of the audit at the board meeting. The audit reflected no findings on any of the audits conducted (Financial Aid, Single Audit on the College, Single Audit on the Endowment, and the Single Audit on the HEERF funds). Jessica Vaughn made a motion to accept the audit as presented by the Loyd Group, LLC, and this was seconded by Donna Henry. The motion passed 5-0.

C. AGRICULTURAL CENTER FURNITURE RFP (ACTION):

The College created an RFP to order new furniture for the new Agricultural Center. The furniture will be anti-microbial and allow for social distancing making it an allowable HEERF purchase. The RFP was sent to three vendors (Design Central, MBI, and Office Works). Only Design Central and MBI provided bids. The administrative team recommends the selection of MBI for \$87,863.99. Donna Henry

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made a motion to approve the RFP for MBI as presented, and this was seconded by Arlen Leiker. The motion passed 5-0.

D. CASTLE BRANCH NURSING AGREEMENT (ACTION):

This is a contract agreement to utilize Castle Branch for the nursing programs. The cost will be \$10 per student,

Regional Health Center as required by the Health Center. Jessica Vaughn made a motion to approve the agreement as presented, and this was seconded by Donna Henry. It passed 5-0.

E. DIVERSITY, EQUITY, AND INCLUSION PLAN (DISCUSSION):

Trustees heard _____ and how it incorporates diversity,

and did not require a vote.

F. ENDOWMENT FUNDING (ACTION):

Trustees discussed _____ of the Endowment Director position for salary and fringe benefits. A recommendation was made to fund this position through the institution. The Board of Trustees requested the item be tabled until additional information was established about the reporting structure between the College and the Endowment.

G. FIRST CARE MEMORANDUM OF AGREEMENT (ACTION):

The clinical education agreement between the College and First Care Clinic is a standard clinical contract for the Dental Hygiene program. This contract allows College students to earn clinical hours from this agency. Jessica Vaughn made a motion to accept the agreement as presented and Donna Henry seconded the motion. It passed 5-0.

H. RESIGNATIONS (ACTION):

Resignations were presented

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