

STATE FAIR COMMUNITY COLLEGE

BOARD OF TRUSTEES

MEETING MINUTES

For December 19, 2023

WORK SESSION

The SFCC Board of Trustees met at 5:00 p.m. in the Hopkins Board Room, prior to the General Session, to discuss financing options for the CAATT building and the Residence Hall.

GENERAL SESSION

The Board of Trustees of State Fair Community College met in General Session Tuesday, December 19, 2023, in the Hopkins Board Room at 5:30 p.m. The meeting was simultaneously shown and recorded on the State Fair Community College YouTube Channel.

ATTENDANCE

Keith Acuff, Rebecca Baker (KPM), Dr. Brent Bates, Mindy Beebe, Dr. Amie Breshears, Diane Brockman, Kevin Brockmeyer, Ben Burson, Andy Burt, Tim Carr, Steven Gardner, Sr., Randy Green (Centric), Brad Henderson, Justin Hubbs, Brad McKenzie (SAPP), Dr. Michael Murders, Lisa Oesterle, Tom Oldham, Richard Parker, Dr. Autumn Porter, Eric Rehmer, Evan Spicer (Centric), Jo Lynn Turley, Patricia Wood

MOMENT OF SILENCE

President Wood requested a moment of silence for former SFCC employee and Trustee Emeritus Ron Wineinger. Mr. Wineinger passed away on December 15, 2023, and will be fondly remembered by all for his many years of teaching theatre and speech at SFCC and for the 18 years he served on the Board of Trustees.

APPROVAL OF THE AGENDA

Mr. Hubbs moved that the Board of Trustees approve the agenda. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

CITIZENS COMMENTS

There were no citizens' comments.

INTRODUCTION OF NEW EMPLOYEES

- Vice President Keith Acuff introduced *Kevin Brockmeyer*, Maintenance Technician.
- Dean Allison Brosch reported that *Kolby Hutchison*, Nursing Instructor, was unable to attend the meeting and will be introduced at the January meeting.

APPROVAL OF MINUTES FOR THE NOVEMBER 16, 2023, BOARD MEETING AS PUBLISHED.

Mr. Oldham moved the Board of Trustees approve the minutes for the November 16, 2023, Board Meeting as published. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

AUDITED FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2023

Mr. Parker moved the Board of Trustees accept the audited results of the annual financial report and related information as conducted, prepared and presented by KPM CPAs, PC for the year ended June 30, 2023. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

WARRANT #5, NOVEMBER 2023

Mr. Hubbs moved the Board of Trustees approve Warrant #5, for November 2023. Mr. Oldham seconded the motion; motion carried (Yes-6; No-0).

INSTITUTIONAL REPORTS

- **Community Liaisons**

Mindy Beebe, Health Sciences Community Liaison reported for the Community Liaisons. Rochelle Hockett, Technical Education Liaison was unable to attend the meeting. Mindy and Rochelle support the Health Sciences and Technical programming by providing current and future students with engaging presentations and hands-on experiences. They will provide tours of our facilities for these areas on our campus, they participate in career days and work closely with admissions to assist in recruitment with schools and in industry. Additionally, they will attend college fairs, exhibitor events, and career days.

They have hosted Workforce Wednesdays, summer camps, and a signing day in the Spring for students committing to attend SFCC. Both Liaisons also participate in many committees on campus and keep social media updated for Health Sciences and Technical Programs. They also participate in the DESE Career Pathway Externships program teachers and counselors.

- **Whiteman AFB Campus Report (Steve Gardner)**

Steve Gardner, Director of the Whiteman AFB campus reported on the enrollment and activities at the campus. They are located in the Buckingham Professional Development Center, with several other higher education institutions – University of Central Missouri and Columbia College. Staff at the WAFB campus includes Jeannie Harrington, Administrative Assistant, and Nick Dannenfelser, Navigator. SFCC has offered classes on Whiteman AFB since 1988, and their motto is “It’s about service”. Steve reported that a new mission will be coming to the base as the B-2 is phased out.

The WAFB campus attends recruiting events and with the help of MarComm have also some base events. Currently, Steve is working on offering dual credit classes for Knob schools.

COMMUNITY OUTREACH OFFICE LEASE RENEWAL

Mr. Oldham moved the Board of Trustees approve the lease agreement renewal with Barefoot Express, Inc. (attached herein) for office space in Lincoln, MO, for SFCC's Community Outreach department for a period of one year commencing February 1, 2024, and expiring January 31, 2025, at the continued rate of \$300 per month, and that the President or Vice President of Finance and Administration be authorized to sign the agreement with Barefoot Express, Inc. Funding is SFCC operating budget. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

VIRTUAL TOUR OF CAATT – *Informational Purposes Only*

Dr. Bates shared with the Board of Trustees a virtual tour of the planned CAATT facility. Centric representatives Randy Green, Senior Project Manager, and Evan Spicer, Director, were introduced and answered a few questions from the Board of Trustees.

CENTER FOR ADVANCED AGRICULTURE & TRANSPORTATION TECHNOLOGY (CAATT) CONSTRUCTION BID

Mr. Oldham moved the Board of Trustees accept the bid from Centric Construction Group, LLC, of Kansas City, MO, in the amount of \$13,030,406 consisting of:

Base Bid:	\$12,921,000
Bid Alternate 2	\$ 97,742
<u>Bid Alternate 3</u>	<u>\$ 11,664</u>
BID TOTAL:	\$13,030,406

for construction of the CAATT, and that the Board authorize the President and Vice President of Finance & Administration to execute the required contracts with Centric Construction Group, LLC for the timely completion of the CAATT. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

MILLER WELDERS

Mr. Oldham moved the Board of Trustees accept the bid from Airgas Inc. of Sedalia, MO, in the amount of \$55,212.60 for twelve (12) Miller MIG Welder Multimatic 255 Dual Cart and TOG KITS for use in the CTC Welding Program. Funding is 75% CTC Enhancement Grant and 25% CTC Operating Budget. Mr. Carr seconded the motion; motion carried (Yes-0; No-0).

ACER MILLS AND LATHES

Mr. Oldham moved the Board of Trustees accept the bid from Beaver Drill & Tool Company of Kansas City, KS, in the amount of \$238,400 for twelve (12) ACER E-Mill 3VS-II Packages and 8 Dynamic 1340G Lathes for use in the CTC Precision Machining Program. Funding is 75% CTC Enhancement Grant and 25% SFCC Operating Budget. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

BRANDING & MARKETING AGENCY

Mr. Oldham moved the Board of Trustees approve the appointment of ADsmith Marketing & Advertising of Springfield, MO, as the branding and marketing agency for State Fair Community College for the remainder of FY24 and FY25 (if approved and appropriated in the FY25 budget). Funding in FY24 and FY25 will be from the approved FY24 and FY25 Marketing Budget and will include agency professional fees, creative & branding development and media planning & placement, and authorizes the President and Vice President of Finance & Administration to execute the required contracts with ADsmith Marketing & Advertising. Mr. Hubbs seconded the motion; motion carried (Yes-0; No-0).

PRESIDENT'S REPORT (Pres. Bates)

- Spring Enrollment – Headcount is up 14.6% and Credit Hours are up 13%. Dr. Porter feels we are on a positive trend and owes that to the hard work by everyone across the campuses.
- Instructor Stephanie Hull recently finished the 5-star PTK advisor training.
- Brandon Hammond has been elected as President to the Board of Directors for MOKANNE (Missouri-Kansas-Nebraska Chapter of Educational Opportunity Association), whose mission is to provide professional development and resources to the members, provide assistance to TRiO and GEAR UP students across the chapter in their effort to gain access to and succeed in post-secondary and graduate education, and to provide information regarding issues of equal access to higher education.
- Darci McFail has been selected as a Peer Reviewer for HLC.
- The HIT program has been selected as a demonstration program. Congratulations to Beverly Marquez!
- WireCo is starting a training program with \$550,000 training funds. They will be partnering with SFCC for this training.
- With the new Residence Hall that will be built, there will now be space in the building for the Director's quarters. We no longer need the single-family home, and so a decision is being made on whether or not we can auction off the house.
- Dr. Bates shared a letter with the Trustees that would go to the city in support of the 32nd Street expansion.
- There is consensus to schedule a Work Session before or after the February 22nd Board meeting to discuss the President's evaluation.
- Dr. Bates wished everyone a Merry Christmas and thanked the Board for their support of the college and the community.

FINANCIAL REPORT

- Monthly Financial Report – Finances are strong. Keith will be looking at trends in expenses as he prepares the FY25 budget.

BOARD DISCUSSION

- Mr. Hubbs complimented those who planned and executed the Commencement ceremonies for doing a great job with it. It was suggested that perhaps a larger venue should be sought for the next December Commencement. Dr. Murders replied that other options are being considered.
- Mr. Parker was glad to see an AEL site opening soon in the Warsaw area, which will put us on the ground in Benton County. We are present in the communities and people are getting to know us!
- On behalf of the Trustees, President Wood wished everyone a Merry Christmas and to enjoy the holiday break.

NEXT MEETINGS

There will be a Special Board Meeting on Thursday, January 4, 2024, at 5:00 p.m. in the Hopkins Board Room.

The next Board of Trustees General Session meeting will be held on January 25, 2024, at 5:30 p.m. in the Hopkins Board Room.

REQUEST FOR CLOSED SESSION

Mr. Oldham moved the meeting be adjourned to Executive Session pursuant to RSMO 610.021, and that the Board of Trustees of State Fair Community College meet in closed meeting, with closed record and closed vote, on December 19, 2023, in the Hopkins Board Room on the campus of State Fair Community College, Sedalia, Missouri, for the purpose of considering:

- a. Hiring, firing, disciplining, or promotion of personnel pursuant to RSMO Sec. 610.021(3)
- b. Lease, purchase, or sale of real estate pursuant to RSMO Sec. 610.021 (2)

Dr. Breshears seconded the motion; motion carried (Yes-0; No-0).

Roll Call: Amie Breshears Yes Tim Carr Yes Justin Hubbs Yes
Tom Oldham Yes Richard Parker Yes Patricia Wood Yes

GENERAL SESSION MEETING ADJOURNED

Dr. Breshears moved to adjourn the General Session. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

Mission *State Fair Community College provides relevant and responsive learning experiences that empower our students and communities to prosper.*

Vision *State Fair Community College will be the communities' preferred choice, where students, faculty, and staff realize their confidence, passion, skills, and potential.*


Tim Carr, Secretary

Lisa M. Oesterle, Recording Secretary