

# STATE FAIR COMMUNITY COLLEGE

## BOARD OF TRUSTEES

### MEETING MINUTES

### FOR FEBRUARY 22, 2024

#### GENERAL SESSION

The Board of Trustees of State Fair Community College met in General Session at 5:30 p.m., Thursday, February 22, 2024, in the Hopkins Board Room. The meeting was simultaneously shown and recorded on the State Fair Community College YouTube Channel.

#### ATTENDANCE

Keith Acuff, Dr. Brent Bates, Cameron Belmore, Dr. Amie Breshears, Allison Brosch, Christine Brown, Andy Burt, James Cunningham, Taylor Fields, Deputy Curtis Hammonds, Mark Haverly, Brad Henderson, Justin Hubbs, Kolby Hutchison, Arthur Keuper, Darci McFail, Dr. Michael Murders, Lisa Oesterle, Jeffrey Page, Richard Parker, Adam Pope (Columbia Capital), Dr. Autumn Porter, Scott Simoneaux, Jason Terry (Gilmore & Bell), Mary Treuner, Jo Lynn Turley, Patricia Wood

**Absent:** Tim Carr, Tom Oldham

#### APPROVAL OF THE AGENDA

Mr. Hubbs moved that the Board of Trustees approve the amended agenda with the addition of the Student Government Association report to come right after the Institutional Report and to move the 'FY2025 Room and Board Rates' after the 'Dining Services Agreement'. Dr. Breshears seconded the motion; motion carried (Yes-4; No-0; Absent-2).

#### CITIZENS COMMENTS

Recording Secretary Oesterle introduced Mr. Arthur Keuper, who had requested to speak at the Board meeting, accordingly to Policy and Regulation 0412. Mr. Keuper stated that he grew up in Lincoln and was a former SFCC student. He is thrilled about SFCC's recent purchase of a farm, but was concerned when he saw an article regarding a road going through the college farmland. When he watched the January Board meeting, he was happy to hear the Board's decision to not have a road go through the farm. It is great for the Ag department and it will benefit students for many years to come. Agriculture is dear to him and he knows what a blessing this land will be for the college.

#### INTRODUCTION OF NEW EMPLOYEES

Dean Allison Brosch introduced *Kolby Hutchison, Nursing Instructor; and Taylor Fields, Eldon Nursing Site Coordinator.*

## **APPROVAL OF MINUTES FOR THE JANUARY 25, 2024, BOARD MEETING AS PUBLISHED.**

Dr. Breshears moved that the Board of Trustees approve the minutes for the January 25, 2024, Board Meeting as published. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Absent-2).

## **WARRANT #7, JANUARY 2024**

Mr. Hubbs moved the Board of Trustees approve Warrant #7, for January 2024. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Absent-2).

## **INSTITUTIONAL REPORTS**

- **Campus Safety Plan**

Christine Brown, Facilities Operations Coordinator, and Deputy Curtis Hammonds, Campus Security and Safety, presented.

Deputy Hammonds has been at the Sheriff's office for 23 years, and is contracted to SFCC through the county. Through his contacts with the Sheriff's Office, Deputy Hammonds has continued access to resources and training, which are utilized in his responsibilities to the campus. He is school resource trained and tries to stay on foot most of the time so that he can respond quickly to any emergency calls. He coordinates communication with other emergency responders. Deputy Hammonds reported that the Sheriff's Office may assign a canine to him in the future. This would require 3 weeks out of state for training and additional training for certification.

He is a member of the Care Team, which used to be known as Behavioral Intervention Team and is now the Care Team. The Care Team addresses any kind of crisis. Last fall they had 64 cases; this spring they have had 14 cases.

Other items that Deputy Hammonds and Christine reported included:

- Improvements have been made with to the college emergency response procedures for Sedalia and the extended campuses.
- We now have a Campus Response Team (11 people) who are trained with fire distinguishers, AED, CPR, and will have new radios they will carry with them. They will be first on scene to handle emergency situations. They will also have in their possession an emergency kit that will include trauma and first aid products and Narcan.
- Just finished installation of Knox boxes on buildings. It is a lock box with a building key for after hours entry for emergency personnel.
- Campus training: working with agencies to bring active shooter training on campus; holding monthly safety meetings with facilities; and we are working on becoming an OSHA certified campus.

Dr. Bates commended Christine and Deputy Hammonds for all the hard work they have put in to ensure the safety of our campus.

## **STUDENT GOVERNMENT REPORT**

- President Belmore reported that the Homecoming festivities were a big success with a good turnout. All 200 of the t-shirts were handed out to the attending students.

- Turnout for the recent Student Satisfaction survey was really good. The Team will be reviewing the results from these and will send out second survey to learn more.
- SGA elections are this year. SGA would like to make theses a big deal, so that more candidates will step up. If college staff and faculty have suggestions on who might be a good candidate, please send their names to Cameron.
- SGA will be conducting the Instructor-, Adjunct-, and Staff-of-the-Year awards; information will be coming out soon regarding the nominations.

**SFCC COMPUTER REFRESH**

Mr. Hubbs moved the Board of Trustees approve the bid in the amount of \$217,653.37 from CDWG (an approved State of Missouri Vendor) of Vernon Hills, IL., for the FY2024 technology refresh for laptops, computers, and peripherals. Funding is the FY2024 Operating Budget. Dr. Breshears seconded the motion; motion carried (Yes-4; No-0; Absent-2).

**FY2025 RAC JAC PROPERTIES AGREEMENT**

Mr. Parker moved the Board of Trustees accept the Lease Agreement from RAC-JAC Properties of Sedalia, MO., for a period of 10 months commencing August 1, 2024, and ending May 31, 2025, and that the Vice President for Finance and Administration be authorized to sign the agreement with RAC-JAC Properties. Mr. Hubbs seconded the motion; motion carried (Yes-4; No-0; Absent-2).

This agreement is for 16 3-bedroom units at a cost of \$2,192.98 per unit per month (allowing for 96 students to be provided room) and 24 2-bedroom units a cost of \$1,834.33 per unit per month (allowing for 96 students to be provided room). The total lease agreement is for \$791,116.00 inclusive of utilities, trash and internet for each unit.

**FY2025 DINING SERVICES AGREEMENT**

Mr. Parker moved the Board of Trustees accept the renewal option from Great Western Dining for the FY2025 fiscal year and authorize the Vice President for Finance and Administration to sign the Dining Services Agreement. It is recommended that the Vice President of Finance and Administration be authorized to sign the agreement with Great Western Dining. Dr. Breshears seconded the motion; motion carried (Yes-4; No-0; Absent-2).

This is Year Three of a 15-year contract included as part of the current agreement. Meal rates shown below.

<b>SLIDING SCALE*</b>		
<b>Board Students</b>	<b>19 Meal Plan Daily Rate</b>	<b>10 Meal Plan Daily Rate</b>
350 & Above	\$12.43	\$11.39
340 - 349	\$12.52	\$11.54
330 - 339	12.70	\$11.71
320 - 329	\$12.88	\$11.88
310 - 319	\$13.05	\$12.05
300 - 309	\$13.25	12.22

290 - 299	\$13.46	\$12.46
280 - 289	13.71	\$12.69
270 - 279	\$13.99	\$12.92
260 - 269	14.24	\$13.18
250 - 259	14.54	\$13.50
240 - 249	\$14.81	\$13.70
230 - 239	\$15.16	\$13.98
220 - 229	\$15.58	\$14.14
210 -219	\$15.89	\$14.47
200 - 209	16.22	\$14.73
190 - 199	\$16.46	\$14.96
189 & Below	To Be Negotiated	To Be Negotiated

\*Agreement requires a minimum of 120 students on the 19-meal plan

***Upward Bound***

Breakfast	\$5.15
Lunch	\$6.48
Dinner	\$6.48

***Casual Meal Rates***

Breakfast	\$5.80
Lunch	\$7.15
Dinner	\$8.40
Special Event	\$9.12

**FY2025 ROOM AND BOARD RATES**

Mr. Hubbs moved the Board of Trustees approve room and board rates for FY2025 as per the following recommendation. Dr. Breshears seconded the motion; motion carried (Yes-4; No-0; Absent-2).

<b>ROOM/BOARD PLAN</b>	<b>ROOM RATE PER SEMESTER</b>	<b>BOARD RATE PER SEMESTER</b>	<b>TOTAL RATE PER SEMESTER</b>
Residence Hall + 19 Meals	\$1,750	\$1,950	\$3,700
3 Bedroom Apt + 19 Meal Plan	\$2,600	\$1,950	\$4,550
3 Bedroom Apt + 10 Meal Plan	\$2,600	\$1,800	\$4,400
2 Bedroom Apt + 19 Meal Plan	\$3,000	\$1,950	\$4,950
2 Bedroom Apt + 10 Meal Plan	\$3,000	\$1,800	\$4,800
Residence Hall SINGLE ROOM + 19 Meal Plan	\$3,500	\$1,950	\$5,450
3 Bedroom Apt SINGLE ROOM + 19 Meal Plan	\$5,200	\$1,950	\$7,150
3 Bedroom Apt SINGLE ROOM + 10 Meal Plan	\$5,200	\$1,800	\$7,000
2 Bedroom Apt SINGLE ROOM + 19 Meal Plan	\$6,000	\$1,950	\$7,950
2 Bedroom Apt SINGLE ROOM + 10 Meal Plan	\$6,000	\$1,800	\$7,800

## **CAATT & RESIDENCE HALL INDEPENDENT MATERIAL TESTING**

Mr. Hubbs moved the Board of Trustees approve the bid in the amount of \$70,000 from Kruger Technologies, Inc., of Lenexa, KS., for independent Materials Testing for the CAATT and the new Residence Hall. Funding is CAATT and Residence Hall construction funds. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Absent-2).

## **CAATT EXPEDITED ELECTRICAL GEAR**

Dr. Breshears moved the Board of Trustees approve CAATT Change Order 01 in the amount of \$90,758 from Centric Construction Group, LLC, of Kansas City for expedited electrical gear for CAATT building. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Absent-2).

The expedited electrical gear will shorten the project duration by 155 days resulting in substantial completion on December 27, 2024, instead of May 31, 2025. Funding is CAATT construction funds.

## **APPOINTMENT OF ASSISTANT SECRETARY OF THE BOARD**

Mr. Parker moved the Board of Trustees appoint Lisa Oesterle as Assistant Secretary of the Board, effective immediately. Mr. Hubbs seconded the motion; motion carried (Yes-4; No-0; Absent-2).

## **RESOLUTION FOR NEW HOUSING FACILITY**

Mr. Parker moved the Board of Trustees approve the following resolution. Mr. Hubbs seconded the motion; motion carried (Yes-4; No-0; Absent-2).

A RESOLUTION AUTHORIZING THE COMMUNITY COLLEGE DISTRICT OF MID MISSOURI TO ENTER INTO A LEASE PURCHASE TRANSACTION, THE PROCEEDS OF WHICH WILL BE USED TO PAY THE COSTS OF CONSTRUCTING A NEW ON-CAMPUS HOUSING FACILITY; AND TO APPROVE THE EXECUTION OF CERTAIN DOCUMENTS AND TAKE CERTAIN ACTIONS IN CONNECTION THEREWITH.

## **RESIDENCE HALL BUILDERS' RISK INSURANCE**

Dr. Breshears moved the Board of Trustees approve the Residence Hall Change Order 01 in the amount of \$93,998 from Zurich Insurance Group via Professional Contractors and Engineers for Builders Risk Insurance for the Residence Hall project. Funding is Residence Hall construction funds. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Absent-2).

## **2024 BOARD OF TRUSTEES ELECTION BUDGET CHANGE**

Mr. Parker moved the Board of Trustees amend the FY24 budget to add \$70,000 for the expenditure of election costs. Dr. Breshears seconded the motion; motion carried (Yes-4; No-0; Absent-2).

SFCC budgeted \$20,000 for the April Board of Trustees Election, which was in-line with past election costs. Due to the lack of election items on the ballot this year, SFCC will be bearing a larger percentage of the election costs. This will result in an election cost of approximately \$60,000 - \$70,000. Exact costs won't be known until after the election.

## **PRESIDENT’S REPORT (Pres. Bates)**

- **Calendar Review**

February 22 - Goldman Sachs is on campus for 10,000 Small Businesses. We are hosting the Missouri cohort which is providing training. There are 33 businesses from MO in training on campus this week and will return in May to wrap up their training. Some of our faculty and staff are involved in the training. Goldman Sachs will be hosting an event on Feb. 23 for the program kickoff.

February 29-March 3 – Production of “The 39 Steps” begins.

February 23 - First home baseball game

February 27 - First softball game

February 28 – Dr. Bates, Keith, Patty, and Richard will be going to Jefferson City to meet with legislators.

March 12 – Instrumental concert

March 15 – Choral concert

March 21 – Chamber Banquet (SFCC has been nominated for an award)

March 23 – Foundation Gala (funds will go to support CAATT Bldg.)

## **FINANCIAL REPORT**

- **Monthly Financial Report** – Keith reported that revenues are looking very good; up by 10.6%. Tuition and fees will be at 90%. Overall expenditures are at 58% for the year. The overall Financial Report is good.

## **JANUARY “BOARD REPORTING” PURCHASES – *Informational Purposes Only***

During the month of January 2024, the following purchases between \$10,000 and \$25,000 were made:

Nexstar Media	Advertising	\$12,500.00
Technolutions	Slate CRM Software License	\$25,000.00
Schiller Audio	Newline Interactive flat panel	\$20,098.50

## **BOARD DISCUSSION**

- **ACCT Legislative Summit**

Mr. Hubbs, President Wood, and President Dr. Bates recently attended the ACCT Legislative Summit in Washington, D.C. The highlight of the three-day conference is the time that they get to meet with our legislators. They had a good conversation with Rep. Mark Alford and Sen. Eric Schmitt, and met with Josh Hawley’s staff. It is also a great opportunity to speak with other Trustees and hear what is going on around the country. Some of the conference speakers included Speakers were Amy Walter, Bill McBride, Jennifer Granholm, Alejandra Castillo, and Julie Su.

Mr. Hubbs added that he was impressed with Rep. Alford and how well he listened and asked

questions; he was also receptive to the Farm Bill. They also spent time with Rep. Jason Smith and took a tour of the Capitol, which included sitting in the gallery to watch a hearing. Mr. Hubbs felt that being on The Hill was where they could have the most impact.

One of the key points they advocated for was the Pell Grant for short term training. Another was to correct an oddity that happens in Community College. If a Pell Grant is more than the tuition, the student is taxed on the overage. There is a bill to get this fixed. The Farm Bill is another key issue and there is a group of representatives trying to get training included in that bill. They additionally met with a legislative assistant, and she is on Farm Bill committee.

Metropolitan CC brought a couple of their students to ACCT and it was an amazing opportunity for them. The legislators were very interested in their stories. We might want to think about taking a couple of our students next time.

### **ORGANIZATIONAL MEETING**

Mr. Parker moved the Board of Trustees meet on Thursday, April 11, 2024, as amended with the addition of 5:30 p.m. This meeting is to certify the results of the April 2, 2024, election, administer the Oath of Office to new Board members, and nominate members and vote for the positions of President, Vice President, Treasurer, Secretary, Recording Secretary of the Board, and Custodian of Records. Mr. Hubbs seconded the motion; motion carried (Yes-4; No-0; Absent-2).

### **NEXT MEETINGS**

The next Board of Trustees General Session meeting will be held on March 28, 2024, at 5:30 p.m. in the Hopkins Board Room with a Work Session beginning at 4:45 p.m. regarding budget. The Board asked that they have the budget documents a week prior to the meeting.

### **REQUEST FOR CLOSED SESSION**

Mr. Hubbs moved that that 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 February 22, 2024, 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)

Mr. Parker seconded the motion; motion carried.

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

### **GENERAL SESSION MEETING ADJOURNED**

Mr. Hubbs moved to adjourn the General Session. Mr. Parker seconded the motion; motion carried (Yes-4; No-0; Absent-2).

  
Lisa M. Oesterle, Recording Secretary  
Tim Carr, Secretary

Lisa M. Oesterle, Recording Secretary