

# STATE FAIR COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES FOR APRIL 25, 2024

## **GENERAL SESSION**

The Board of Trustees of State Fair Community College met in General Session at 5:30 p.m., Thursday, April 25, 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, Daniel Hamilton, Dr. Amie Breshears, Allison Brosch, Tim Carr, Michael Chernish (student), James Cunningham, Greg Eby (Central Bank), Lisa Fiorino, Ashly Haines, Analyce Hayley (student), Brad Henderson, Kaley Hobbs, Justin Hubbs, Michael Leonard, Rayanna Lowe, Maddi Marksmeier (student), Darci McFail, Angel Mefford, Dr. Michael Murders, Sarah Nail, Jeff Page, Richard Parker, Erica Petersen (Central Bank), Scott Simoneaux, Mary Treuner, Jo Lynn Turley, Dr. Autumn Whitehead, Patricia Wood

## **APPROVAL OF THE AGENDA**

Dr. Breshears moved that the Board approve the amended agenda that moves #11 Banking Services up so that it follows the March Warrant Report. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

## **CITIZENS COMMENTS**

There were no citizens' comments.

## **INTRODUCTION OF NEW EMPLOYEES**

Vice President Keith Acuff reported that new *Custodian, Gavin Doyal*, will be introduced in an upcoming meeting.

Dean Dr. Autumn Whitehead introduced *Rayanna Lowe, Financial Aid Specialist*, and *Lisa Fiorino, Campus Housing Coordinator*.

Dean Allison Brosch introduced *Ashly Haines, Nursing Instructor*.

## **APPROVAL OF MINUTES FOR THE MARCH 28, 2024, BOARD MEETING AS PUBLISHED**

Mr. Hubbs moved that the Board of Trustees approve the minutes for the March 28, 2024, Board Meeting as published. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

## **APPROVAL OF MINUTES FOR APRIL 11, 2024, SPECIAL SESSION AS PUBLISHED**

Mr. Page moved that the Board of Trustees approve the minutes for the April 11, 2024, Special Session as published. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

## **WARRANT #9, MARCH 2024**

Mr. Hubbs moved the Board of Trustees approve Warrant #9, for March 2024. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

## **BANKING SERVICES**

Mr. Carr moved that the Board of Trustees accept the bid from Central Bank of Sedalia for banking and depository services for the period beginning July 1, 2024, through June 30, 2029, and that the President and Vice President for Finance and Administration be authorized to sign any all agreements with Central Bank of Sedalia for banking services for the time period indicated. Mr. Page seconded the motion; motion carried (Yes-5; No-0; Abstain-1).

Central Bank of Sedalia is recommended for their breadth of services, superior rate of return on deposited funds, waiver of fees, and demonstrated stellar customer service. There is no impact to the college operating budget.

## **INSTITUTIONAL REPORTS**

- Student Leadership Trip to Europe (Sarah Nail)

English Instructor, Kaley Hobbs, and Communications Instructor, Sarah Nail, recently took a Cultural Leadership class to Europe for an immersive learning experience. These trips are meant to teach the students how to adapt to different surroundings and cultures and get around language barriers, problem solve and be resourceful, make decisions, and to learn about themselves and build relationships. These are all experiences that leaders deal with on a daily basis. Students Maddi Marksmeier and Analyce Hayley joined them to help tell of their experiences during the 11-day European tour through 6 countries.

Locations visited included London, England; Dunkirk, France; Bruege, Belgium; Vianden, Luxemburg; Salzburg, Austria; and Munich, Germany. They visited art museums, Mozart concerts, castles, fortresses, and concentration camps. As part of the class and trip, students are required to write papers, and create and give a presentation on one of their destinations.

Dr. Bates thanked Kaley and Sarah and all the work that goes into planning this trip. Mrs. Hobbs wrapped up by inviting everyone to the Public Speaking Showcase on Monday, May 6<sup>th</sup> at 6 p.m.

- Financial Aid Updates (Angel Mefford)

Director of Financial Aid Angel Mefford reported that the Department of Education completely changed everything about the FAFSA form and the process. Some notable changes were that students and parents who do not have social security numbers can now fill out a FAFSA, and that changes in the expected family contribution to a Student Aid Index (a calculation that determines whether or not they need aid) means that more people will qualify.

There were quite a few delays and errors that happened as this system was being converted. Mrs. Mefford reported that due to these delays her office has not yet been able to put any applications into the system. Today Financial Aid is still dealing with how they are going to process all these applications. Currently, they are working on testing the new software.

She reported that Financial Aid has 2,500 ISIRs to date, with 436 reprocessed records that will be set aside to be viewed individually. Out of the 2,500, there are 141 students who have since changed their FAFSA. All colleges nationwide have been dealing with these challenges.

## **STUDENT GOVERNMENT REPORT**

DECA student Michael Chernish, traveled recently to Austin, Tx., for the DECA International Competition, where he participated in Hospitality and Food Management competitions and a bonus Sales competition. He reported on how he gained a lot of insights and had the chance to network with other students from around the nation, and meet influential people. He is grateful that SFCC allows him these opportunities. He placed one of the higher scores in food management, while another SFCC student placed in top 10 of 60 people. Mr. Chernish plans on going into project management and will be majoring in Supply Chain Management at UCM.

Business Instructor Curtis Hartley oversees the DECA program.



## **NEW POSITIONS: ASSOCIATE DEANS**

Mr. Hubbs moved that the Board of Trustees approve the conversion of the four (4) faculty positions currently holding duties as division chairs to administrative (exempt staff) positions to support the strategic decision aimed at enhancing administrative effectiveness, supporting faculty development, optimizing resource allocation, and aligning with the evolving needs and priorities of SFCC. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

Some budget impacts will involve the hiring of adjunct. This cost has been part of the budget priorities process for FY25.

## **DENTAL HYGIENE COMMUNITY CLINICAL SITE**

Dr. Breshears moved that the Board of Trustees approve the inclusion of \$125,000 in the FY2025 Dental Hygiene operating budget to provide the necessary resources for student learning and faculty requirements to support the addition of a community clinical site. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

## **LEARNING SPACE TECHNOLOGY FOR ELDON NURSING**

Mr. Carr moved that the Board of Trustees accept the proposal for the LearningSpace Simulation Video Capture Technology Package in the amount of \$56,793.24 from CAE Healthcare, Inc., of Chicago, Ill. Mr. Hubbs seconded the motion; motion carried (Yes-6; No-0).

This package is the same package used elsewhere in the college's Nursing program and will bring this technology to the Eldon Nursing program. Funding is the Missouri State Board of Nursing Education Incentive Grant.

## **LEARNINGFORCE IEM TRAINERS**

Mr. Hubbs moved that the Board of Trustees accept the bid for 12 IEM Trainers in the amount of \$50,493.96 from SMC Electric of Sedalia, MO. These Trainers will be used by The LearningForce for industry training programs. Mr. Page seconded the motion; motion carried (Yes-6; No-0).

Funding is Missouri One Start funds.

## **WEST CAMPUS FIBER INFRASTRUCTURE**

Mr. Hubbs moved that the Board of Trustees accept the bid from Lan-Tel Communications and Underground Services, Inc., of Grain Valley, Mo., in the amount of \$169,750 for expansion of the SFCC fiber optic communications plant to support current and future building projects on the west side of campus. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

Funding is CAATT construction funds.

## **AGRICULTURE PROGRAM UTILITY VEHICLE**

Dr. Breshears moved that the Board of Trustees accept the bid for a Kubota RTVX2 Utility Vehicle in the amount of \$16,500 from Crown Power & Equipment of La Monte, Mo. The UTV will be used in the Agriculture Program. Mr. Carr seconded the motion; motion carried (Yes-6; No-0).

Funding is MoExcels IV funds.

## **AGRICULTURE PROGRAM TRACTOR**

Mr. Carr moved that the Board of Trustees accept the bid for a Case IH FARMALL 120C Tractor plus a Tri-L Bale Spear in the amount of \$88,650 Crown Power & Equipment of La Monte, MO. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

The tractor will be used in the Agriculture Program. Funding is MoExcels IV funds.

## **BOARD ENDORSEMENT OF ACCT PRESENTATION PROPOSAL**

Mr. Hubbs moved the Board of Trustees endorse Trustee Vice President Richard Parker's and Vice President of Administration and Finance Keith Acuff's plan to propose a conference presentation at the 2024 ACCT Leadership Congress in October. Their presentation would focus on providing budget information that boards can use. This presentation proposal requires BOT endorsement prior to submission. Mr. Carr seconded the motion; motion carried (Yes-6; No).

## **CAATT CHANGE ORDER 11 - POLISHED CONCRETE**

Mr. Hubbs moved that the Board of Trustees approve CAATT Change Order 11 in the amount of \$45,000 from Centric Construction Group, LLC, of Kansas City to change the flooring finish in the main entrance and primary corridors from sealed concrete to polished concrete. Funding is CAATT construction funds. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

## **CAATT CHANGE ORDER 08 – OVERHEAD DOOR**

Dr. Breshears moved that the Board of Trustees approve CAATT Change Order 08 in the amount of \$17,691 from Centric Construction Group, LLC, of Kansas City for altering the East entrance "vehicle" door for the CAATT building. The door will change from an overhead garage-style door to a folding storefront door. Funding is CAATT construction funds. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

## **CAATT CHANGE ORDER 10 – SANITARY SEWER LINE DISCONTINUATION**

Mr. Hubbs moved that the Board of Trustees approve CAATT Change Order 10 in the credit amount of \$17,765 from Centric Construction Group, LLC, of Kansas City for discontinuation of the extension of the sanitary sewer line due to persistent solid rock along the extension path. The extension was in the original bid, thus resulting in a credit to the CAATT construction funds. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

## **CAATT CHANGE ORDER 09 - 208V, 50A CDA RECEPTABLE**

Mr. Carr moved that the Board of Trustees approve CAATT Change Order 09 in the amount of \$2,005 from Centric Construction Group, LLC, of Kansas City for the addition of a three prong, 50-amp, 208-volt receptacle on the exterior wall of the heavy diesel section of the building. This was requested by the Commercial Driving Academy to support their mobile plug-in trainer. Funding is CAATT construction funds. Mr. Page seconded the motion; motion carried (Yes-6; No-0).

## **FOUNDATION LIAISON APPROVAL**

Dr. Breshears moved that the Board appoint Justin Hubbs as Board liaison to the SFCC Foundation Board, serving a term through April 2026. Mr. Parker seconded the motion; motion carried (Yes-6; No-0).

## **DATE CHANGE FOR OCTOBER 2024 BOARD MEETING**

Mr. Page moved that the October 2024 Board of Trustees meeting be rescheduled for **Tuesday, October 29, 2024**, due to a conflict with the ACCT Leadership Congress conference. Dr. Breshears seconded the motion; motion carried (Yes-0; No-0).

## **DATE CHANGE FOR DECEMBER 2024 BOARD MEETING**

Mr. Page moved that the December 2024 Board of Trustees meeting be rescheduled for **Tuesday, December 17, 2024**, due to a conflict with the College holiday schedule. Dr. Breshears seconded the motion; motion carried (Yes-6; No-0).

## **PRESIDENT'S REPORT**

- Calendar Review – Dr. Bates pointed out some notable dates
  - May 17 - Commencement - All Trustees indicated they will be attending
  - May 18 - AEL Graduation - All Trustees indicated they will be attending



- May 10 - Leadership Academy – Mrs. Wood indicated that she will be in attendance
- April 29-May 11 - Horticulture Spring Plant Sale
- June 6 – Employment Recognition Banquet for those new retirees, service milestones, and other awards
- July 20 – Tentative Board Retreat
- There are ongoing issues with the AC in the Heckert Bldg. The college had experts check out the issues and they are now putting together a plan and the costs. This may require emergency approval from Keith and Dr. Bates. Once approved, the company will have staff ready to fix the problem.
- This past February, the Board approved \$90,000 to go toward the cost of elections. The actual cost of the election for SFCC in Pettis Co. was \$26,803.68; Benton Co. was \$7,857.00; Morgan Co. was \$1,247.43; and Johnson Co. was \$50. We have yet to receive an invoice from three of our counties.

## **FINANCIAL REPORT**

- Monthly Financial Report – Not much has changed and we are still ahead of projections. The Heckart AC repair cost may be the only surprise.
- Quarterly Report – We continue to have a strong cash balance.

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

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

Doc & Norm	Athletic Bus Charter	\$12,852.43
CDW	Misc. Computer Supplies	\$11,767.41

## **BOARD DISCUSSION**

- The Board members welcomed Mr. Page to his first full meeting and are looking forward to working with him.
- Mr. Carr recently had the opportunity to eat in the newly renovated cafeteria for the first time and was pleasantly surprised to see a few community leaders like Sue Heckart eating there. These leaders who complimented the great food and services. Another community leader who was there commended that our cafeteria is one of the best kept dining secrets in Sedalia. Other area business people have been meeting and eating there regularly.
- Dr. Breshears commented that the CTE Signing Day was a great experience and was very proud of the staff. She also wanted to state that she has heard great things about the new play that is going on. And finally, she thought for the future, it might be a nice idea to have a presentation at ACCT for new trustees on tips for the first term.
- Mr. Hubbs mentioned he was at a federal program at Smith-Cotton and they complimented the SFCC CTE program.
- Mr. Carr stated that he recently met a student who is going to be attending to SFCC after high school. The student was unaware that we have an eSports team and showed great interest in joining it. Mr. Carr made some connections on campus and now this student will be meeting with the eSports coach.

## **NEXT MEETING**

The next Board of Trustees General Session meeting will be held on Thursday, May 23, 2024, at 5:30 p.m. in the Hopkins Board Room.

## REQUEST FOR CLOSED SESSION

Mr. Hubbs moved 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 April 25, 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. Carr seconded the motion; motion carried.

Roll Call: Amie Breshears Yes Tim Carr Yes Justin Hubbs Yes  
Jeff Page Yes Richard Parker Yes Patricia Wood Yes

## GENERAL SESSION MEETING ADJOURNED

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

  
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Tim Carr, Secretary

Lisa M. Oesterle, Recording Secretary

**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.*