

**BOARD OF TRUSTEES
SPECIAL MEETING MINUTES**

DATE: April 19, 2007
TIME: 5:30 p.m.
PLACE: Student Union, Room 209

PRESENT: Kevin Berthot
Charles Boaz
Neil Ford
Mariam Mih
David Peter
Basil Swalley

PRESENT: Dr. Vicky Smith, President
Brian Inbody, Vice President for Student Learning
Sandi Solander, Dean of Finance
Ben Smith, Dean of Planning and Operation
Lisa Last, Dean of Student Development
Kerry Ranabargar, Director of Tech Services
Kent Pringle, Attorney
Terri Dale, Board Clerk

Chairman Peter called the meeting to order at 5:30 p.m.

III. Approval of the Agenda: The agenda was approved as printed. Motion passed.

IV. Consent Agenda A.: Personnel

1. Resignation of Bookstore Manager

It was the President's recommendation that the Board accept the resignation of Michelle Ewan as Bookstore Manager. Her resignation is effective April 20, 2007.

2. Resignation of Coordinator of Residence Life

It was the President's recommendation that the Board accept the resignation of Katie Gebhardt, Coordinator of Resident Life, effective June 13, 2007. Ms. Gebhardt's last day on campus will be May 22, 2007.

3. Adult Education Instructor-Fort Scott (part-time, grant funded)

It was the recommendation of the President that the Board employ Colette LeFebvre- Davis in the position of part-time instructor for the Adult Education program at Fort Scott. Ms. LeFebvre-Davis holds a Bachelor of Arts in History and a Bachelor of Arts in Psychology from Westerfield State College and is currently seeking a Master's degree at Pittsburg State University. She is currently a substitute teach for Fort Scott schools.

Ms. LeFebvre-Davis will work 16-30 hours per week at \$12.00 per hour, funded from the Adult Basic Education grant, starting April 2, 2007.

4. Head Coach for Men's Basketball

It was the President's recommendation that the Board employ Jeremy Coombs as the Head Coach for Men's Basketball. Mr. Coombs earned a Bachelor of Arts degree in Health and Physical Education Recreation from Kansas Wesleyan University, Wichita.

Mr. Coombs was the Head Men's Assistant Coach and Recruiting Coordinator at Pratt Community College from 2005-2007; Men's Assistant Coach at Nicholls State University in Louisiana for one year; and Head Men's Assistant Coach at Highland Community College for one year. In 2001-2003, Mr. Coombs was the Lead Assistant Coach for the Kansas Cagerz (United States Basketball League) in Salina.

Mr. Coombs will be placed at I-3 (\$28,994) on the faculty salary schedule. That amount will be adjusted after the completion of salary negotiations.

Upon a motion and a second, the consent agenda was approved. Motion passed unanimously.

Agenda Item VI-A.: Bids to remodel NeoKan Bathrooms

As previously reported, the bathrooms in the residential section of Neo-Kan have needed serious upgrading for some time. The bathrooms are original to the building which was built in 1971. This effort is part of an overall plan to modernize the older residence hall to better equalize the services between NeoKan and Bideau (built in 2000) and make living in NeoKan more palatable for today's traditionally-aged students. The older community bathrooms in their present state have ceased to be an asset and are now a liability. While construction of individual or suite-style bathrooms is not feasible for this facility, modernization of the current bathrooms is the most cost-effective option for improving the living conditions of the older residence halls.

The Student Learning Division has recommended to the Strategic Planning Committee and the Executive Committee that the student wing bathrooms should be remodeled and modernized. The College contracted with Architect One in Topeka to design and create remodeling concepts and construction documents. As with all major projects, the administration attempted to design the project with the highest affordable quality to maximize the useful life of the asset involved. Previous estimates for the two bathrooms were approximately \$80,000 (\$40,000 per bathroom) plus architectural expenses. Due to current housing requirements, the remodeling project must be undertaken during our summer break when the NeoKan Residence Hall is not in use and completed prior to the beginning of the fall semester.

A notice was placed in the local paper and bids were solicited for the project from:

Hal Jones, Contractor Chanute
Barnhart Roofing and Construction Chanute

Doug Uden Construction Chanute
Tom Brown Construction Chanute
B & G Construction Chanute
Back to New Remodeling Chanute
Mission Construction St. Paul
Newberry Construction Galesburg
Ritz Construction Chanute
Roecker Construction Chanute
Perfection Builders Chanute
Whitworth Construction Chanute

In addition, a construction project announcement for the bathroom renovation project was placed with the Dodge Construction service.

The bid specifications were divided into a base bid and four additional alternates, as described below:

Base bid—renovation of both bathrooms per construction documents
Alternate 1—Epoxy flooring with integral 7" base instead of sheet vinyl
Alternate 2—Ceramic tile instead of porcelain tile
Alternate 3—Laminate top with drop-lavatory instead of solid surfacing top with integral lavatory
Alternate 4—Omit second floor bathroom demolition and construction

The following sealed bid was received:

Hal Jones, Contractor Chanute, KS

- o Base bid \$84,623.00
- o Alternate 1 \$300.00 (add \$150.00 per bathroom)
- o Alternate 2 -\$1,880.00 (deduct \$940.00 per bathroom)
- o Alternate 3 -\$2,380.00 (deduct \$1190.00 per bathroom)
- o Alternate 4 -\$40,443.00 (deduct for omitting second floor bathroom)

Bidding was probably limited due to the small size of the project and the limited time frame for project completion. Although only a single bid was received, the bid is from a local contractor and falls within architect estimates. Funding for the project will come from the dorm/student union fund.

The College had budgeted around \$50,000 for the bathrooms. However, timing constraints and upgraded materials have contributed to the overall project costs. The dormitory/student union fund presently has \$280,000 which can only be spent for capital expenditures in the auxiliary enterprise system per bond pro forma requirements.

It was the President's recommendation that the Board accept the base bid and alternate #1 totaling \$84,923.00 from Hal Jones of Chanute, Kansas. The expenditure will be paid from the dormitory/student union fund.

Resolution 2007-19

RESOLVED, That the Board of Trustees of Neosho County Community College accepts the bid

of \$84,923.00 (base bid and alternate #1) from Hal Jones, Contractor, to remodel the restrooms in NeoKan Dormitory as specified in the bid document.

Upon a motion and a second, the above resolution was approved. Motion passed unanimously.

Agenda Item VI-B.: Executive Session-Negotiations

Upon a motion and a second, the Board entered executive session for 20 minutes to discuss employer-employee negotiations and to include the President, Vice President, Dean of Finance and Attorney. Motion passed. The Board entered executive session at 5:55 p.m.

The Board returned to open session at 6:15 p.m.

Upon a motion and a second, the Board returned to executive session for 15 minutes to continues discussions about employer-employee negotiations and to include the President, Vice President, Dean of Finance and Attorney. The Board entered executive session at 6:16 p.m.

The Board returned to open session at 6:31 p.m.

Upon a motion and a second, the Board returned to executive session for 15 minutes to continues discussions about employer-employee negotiations and to include the President, Vice President, Dean of Finance and Attorney. The Board entered executive session at 6:32 p.m.

The Board returned to open session at 6:47 p.m.

Agenda VII-Adjournment

Upon a motion and a second, the meeting adjourned at 6:48 p.m.