

**NEOSHO COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
SPECIAL MEETING  
MINUTES**

**DATE:** July 31, 2008  
**TIME:** 5:30 P.M.  
**PLACE:** Student Union, room 209

**PRESENT:** Craig Bagshaw  
Kevin Berthot  
Charles Boaz  
Clint Isaac  
Mariam Mih  
David Peter

**PRESENT:** Dr. Vicky Smith, President  
Dr. Brian Inbody, Vice President for Student Learning  
Ben Smith, Dean of Planning and Operations  
Sandi Solander, Dean of Finance  
Denise Gilmore, Acting Board Clerk

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

**III. Approval of the Agenda:** Upon a motion and a second, the agenda was approved as printed. Motion passed.

**IV. Consent Agenda Item A: Personnel**

Upon a motion and a second the following was approved. Motion passed.

**1. Resignation of Head Volleyball Coach**

It was the President's recommendation that the Board accept the resignation of Lindsay Sowder, head volleyball coach. Ms. Sowder's resignation date was July 25, 2008

**2. Resignation of Assistant Baseball Coach**

It was the President's recommendation that the Board accept the resignation of John Hill, assistant baseball coach. Mr. Hill's resignation is effective date is July 21, 2008.

**3. Resignation of Nursing Instructor**

It was the President's recommendation that the Board accept the resignation of Amanda Alonzo, nursing instructor at the Chanute campus. Ms. Alonzo will be finishing her doctorate in nursing at the University of Kansas. Her resignation is effective at the end of the 2007-08 contract.

**4. Interim Head Volleyball Coach**

It was the President's recommendation that the Board approve the employment of Asya Herron as the interim head volleyball coach for 2008-09. Ms. Herron earned a Bachelor of Science degree in Sports Administration from William Penn University at Oskaloosa, Iowa. She was the assistant volleyball coach at NCCC from August 2006 through December 2007.

Ms. Herron will be placed on the faculty salary schedule at I-2 (\$30,060) starting August 18, 2008.

#### **5. Administrative Assistant-Nursing, Chanute**

It was the President's recommendation that the Board approve the employment of Sharon Proctor as the administrative assistant for nursing on the Chanute campus. Ms. Proctor earned an associate of art from Johnson County Community College and graduated from the Sprint School of Excellence.

Ms. Proctor is currently working at Southeast Kansas Mental Health as an accounts receivable assistant since October 2007. She also worked at NuWa Industries as a secretary for production and for Sprint as a software engineer, software tester, software configuration management, analyst, operations associate, billing auditor, and long distance operator.

Ms. Proctor will be paid \$10.00 per hour (level 3), starting August 18, 2008.

#### **6. Maintenance-Ottawa**

It was the President's recommendation that the Board employ Julian Fisher for the maintenance position at Ottawa. Mr. Fisher is a graduate of Baldwin High School and attended Johnson County Community College. He worked for SOR, Inc., Lenexa, in production from April 2006 through April 2008. He worked for Ritz Charles in Overland Park on the set-up crew/server for two years and as summer maintenance worker at Baldwin City USD 348.

Mr. Fisher will be paid \$9.00 per hour starting August 4, 2008.

#### **Agenda Item V-A: Budget Workshop**

Sandi Solander, dean of finance, explained the budget process, how revenue is generated, defined the spending authority budget and the operational budget and answered questions.

#### **Agenda Item V-B: Approval of FY 2008-09 Budget for Publication**

##### **Resolution 2008-62**

**RESOLVED, That the Board of Trustees of Neosho County Community College approves the FY 2008-09 Budget for publication. Further, that the public hearing on the proposed budget will be held on Thursday, August 14, 2008 at 5:30 p.m. in room 209 of the Student Union of the College.**

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

#### **Agenda Item VI-A. Bids for Leasing 12 Passenger Vans for 2008-09**

The fleet of 12 passenger vans owned by the College does not meet the requirements for travel, especially for the athletic teams. Last year the college leased 5-12 passenger vans from One Fleet Source for \$850.00 per month. This allowed the College to meet the needs of all departments of the College throughout the academic year.

This academic year two of the fleet 15 passenger vans must be removed from the fleet due to the condition of the vans. A committee consisting of Mary Bulk, Steve Murry, Paul Smith, Ben Smith and Sandi Solander determined that in order to meet the traveling needs for the 2008-09 school year, the College needed to lease six 12 passenger vans. Bid specifications were sent out to:

Merle Kelly Ford-Chanute  
Ranz Motor Co. Inc.-Chanute  
Shields Motor Co. Inc.-Chanute  
Enterprise Leasing Company-Southwest-Independence  
One Fleet Source LLC.-Overland Park

One Fleet Source LLC submitted the only bid to the College for \$850 per month, per van. This company quoted to the vehicle coordinator in the spring a price of \$875 per van, per month. Per the bid, the vans will be delivered to the College on August 15<sup>th</sup> and picked up on May 15<sup>th</sup>. If the College determines that they no longer have need of one or more of the van(s), they may return them prior to May 15<sup>th</sup>.

It was the President's recommendation that the Board accepts the bid of \$850 per month, per van from One Fleet Source LLC, Overland Park.

### **Resolution 2008-63**

**RESOLVED, That the Board of Trustees of Neosho County Community College accepts the bid of \$850 per month, per van from One Fleet Source LLC, Overland Park, to lease six (6) 12 passenger vans.**

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

### **Agenda Item VII: Adjournment**

Upon a motion and a second, the meeting adjourned.