

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

DATE: April 29, 2010
TIME: 5:30 p.m.
PLACE: Student Union, Room 209

PRESENT: Kevin Berthot
Clint Isaac
Mariam Mih
David Peter

ABSENT: Charlie Boaz
Pat Griffith

Administrators: Dr. Vicky Smith, President
Dr. Brian Inbody, VP for Student Learning
Ben Smith, VP for Administration
Eric Tincher, Dean of Student Development
Claudia Christiansen, Director of Development
Sandi Solander, Business Manager
Sarah Robb, Faculty Senate President
Mike Reid, NCCC Foundation
Tim Heenan, NCCC Foundation
Bob Ames, NCCC Foundation
Josh Walker, Loyd Builders
Kent Pringle, Board Attorney
Terri Dale, 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. Motion passed unanimously.

Agenda Item IV: Executive Session: Non Elected Personnel

Upon a motion and a second the Board recessed into executive session for 10 minutes to discuss personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and to include the President, Vice President for Student Learning, and College Attorney. The board entered executive session at 5:35 p.m. p.m.

The Board returned to open meeting at 5:45 p.m.

Consent Agenda

The following items were approved by consent.

1. Claims for Disbursement
2. Personnel

1. Resignation of Accounts Payable/Payroll Clerk

It was the President's recommendation that the Board accept the resignation of Amanda Keller, accounts payable/payroll clerk. Ms. Keller's resignation is effective May 21, 2010.

2. Resignation of Instructor

It was the President's recommendation that the Board accept the resignation of Gayle Randolph under the terms of the agreement. Mr. Randolph's resignation is effective at the end of his current contract, May 19, 2010.

3. Graphic Designer/Webmaster

It was the President's recommendation that the Board approve the employment of Jessica Schomaker for the Graphic Designer/Webmaster position. Ms. Schomaker is a graduate of the University of Kansas with a BFA degree in Visual Communication with concentration in graphic design. She was an intern at Willoughby Design in Kansas City and has worked for the US Census Bureau, and Gates Rubber Company.

Ms. Schomaker will be paid \$27,000 annually (Management Support level) starting May 3, 2010.

4. Administrative Assistant for Nursing

It was the President's recommendation that the Board approve the employment of Megan Finley for the position of administrative assistant for nursing. Ms. Finley graduated from Pittsburg State University with a BS in Business Administration. She was employed by Titan Communications following graduation until March 2010.

Ms. Finley will be paid \$10.25 per hour (Hourly, non-exempt, Level III) starting May 3, 2010.

Agenda Item VI-A: Design/Build Contract Approval

The new educational facility at Ottawa will house all college operations for Ottawa, including classrooms and laboratories, faculty, staff and administrative offices, the Teaching and Learning Center (TLC), Mary Grimes School of Nursing, simulated hospital, allied health programs and the new Title III programs. Contractors and engineers are ready to move forward with the design and construction process for the project. The design/build contract obligates the Board of Trustees to engage Loyd Builders of Ottawa, KS as the design/build firm for this project. Loyd Builders will design and implement the required project immediately in conjunction with the renovation of the Title III areas of the facility

Ben Smith, Vice President for Administration and Project Leader for the new educational facility gave a brief update on the project and introduced Josh Walker of Loyd Builders. Mr. Walker answered questions from the Board and also gave a summary of the project.

Dr. Smith told the Board that the build/design contract was about \$400,000 more than estimated, in part for the soil stabilization and in part by revisions to the original building plan.

It was the President's recommendation that the Board approve the design/build contract for the Ottawa educational facility for the stipulated sum of \$5,950,910.00.

Resolution 2010-35

RESOLVED, that the Board of Trustees of Neosho County Community College approves the design/build contract for the Ottawa educational facility for the stipulated sum of \$5,950,910.00.

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

Agenda Item VII-A: Groundbreaking at Ottawa

Dr. Smith told the Board that the groundbreaking ceremony for the new educational facility was scheduled for June 2 at 5 p.m. at the site. Following a brief ceremony there will be a reception at the Ottawa Country Club. Dr. Smith said that about 500 invitations will be mailed for the groundbreaking.

She encouraged all trustees to attend.

Agenda Item VI-B: Executive Session-Negotiations

The Board recessed into executive session for 10 minutes to discuss matters relating to employer-employee negotiations and to include the President, Vice President for Student Learning, Vice President for Administration, Business Manager and College Attorney.

Motion passed. The Board entered executive session at 6:35 p.m.

The Board returned to open meeting at 6:45 p.m.

VIII. Adjournment

Upon a motion and a second the meeting adjourned at 6:45 p.m.