

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT
BOARD OF CONTROL MEETING
Regular Meeting – March 25, 2019

Board Attendees: Mike Anson, Andrew Daniels, Terry Carwile, and Lois Wymore
College: Keith Peterson – Vice President of Instruction, Ron Granger – President, Keely Winger – Exec. Assist to the President, Amy Blake – Director of Campus Life, Jessica Wollman – Financial Aid, James Caldwell – Vice President of Business & Administration, Annette Burrow – ABE/ESL Director, John Anderson – Director of Admissions/Registrar, David May – Automotive Faculty, Karen Stillion – Cosmetology Instructor, Kathy Powell-Case – Dean of CTE, Jan Rogers – Adjunct Instructor
Audience: Brian Mackenzie, Sasha Nielsen, Barbara May, Judy Lewis, Jane Hume, Jon Ponikvar, Ray Beck, Donna Secules,

6:00 PM – Regular Meeting

1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call

The meeting was called to order at 6:00pm. The Pledge of Allegiance was said, a moment of silence was observed, and roll call was taken

2.0 Approve/Change Agenda for the meeting

Terry Carwile made a motion to approve the agenda Andrew Daniels seconded. Motion carried.

3.0 Audience Comments

3.1 Housing Demonstration Viewing

Lois introduced Kevin Coals with Compassion Shelters and he is providing a cabin demonstration that will provide another housing option. He provided a brief introduction of himself and what he is proposing to CNCC. He provided a cost estimate for the buildings as well as a cafeteria.

3.1.1 Annette Burrow inquired about life span as well as if the units are temporary until dorms are built or if these are the permanent option.

3.2 Terry Carwile made a motion to recess to go look at the units Lois Wymore seconded. Motion carried.

3.3 Terry Carwile made a motion to resume the meeting Andy Daniels seconded. Motion carried.

4.0 Old Business

4.1 Update on Sale of Trapper Building

The building has been closed on. Mike Anson signed paperwork on March 4th. Check was delivered to Judy and everything has been taken care of.

4.2 Lease Purchase Agreement with Memorial Regional Hospital

Pete Pleasant. Tax payer in Moffat County. He brought copies of the December 17th minutes. He asked questions and visited with the Board attorney this afternoon. Question one, the portion of lot 5 was eliminated and everything went to Lot 2 and it went to 4.179 acres in Lot 2. Mr. Allen made the motion in the minutes that the board would sell those acres to the Memorial Hospital for \$273,000 plus dollars. At the time the vote, relative to the by-laws and policies, does the Chairman vote on every motion or just in the case of a tie? When it came out in the newspaper it was not truly what would be called a purchase but a lease/purchase, whereby the Hospital would \$11,000 and some odd dollars a month for 24 months to the College and that was tied to a provision that the money would be to support Allied Health Programs or scholarships for students pursuing certificates or degrees in the related field with the aspects to be outlined in the future contract. He questions if you sell something and you get money for the sale if the people who are giving you the money if they have the right to tell the person/organization they are giving it to how the money will be spent. He understands the Hospital and College have been working with the County, relative to this transaction and that the Hospital can not own real estate per say. So, whoever buys this, is there a letter of commitment from the County or Commissioners that they will accept the 4.2179 acres at the time the sale is completed. He spoke with the legal team at the County today and they knew nothing about it. He feels there are some things that may or may not have been overlooked during this proposal. He is bringing this up for consideration and wanted to address his concerns.

Mike Anson will get with Jon Pfifer to get those questions answers. He can't answer those at this time.

Andy Daniels addressed the final question from a statutory standpoint. The County does not have to consent to take the land, it is a statutory function. So they take title to the land as an enterprise there is not consent to pay it. It's a statutory requirement that it is named in the name of the County. There is no consent required.

Ray Beck, Moffat County Commissioner, addressed that nothing has been brought to the Moffat County Board of County Commissioners.

Jon Pfifer provided an update on the lease purchase agreement but it cannot be decided on until all board members are present due to missing one board member.

4.3 Update on VPSA/Craig Campus Search and the subsequent coverage plan

Ron provided that we had our first candidate interview on campus today. We have other interviews this week. There are hopes that the committee will be making a

decision by end of week. The coverage will continue as normal. Terry Carwile inquired about the time of the next forum

4.4 Update on housing

Lois provided that there is a housing meeting tomorrow at noon. They will also review the letter for the State System and then the proposal from the Valley Vista project.

5.0 Action Items

- 5.1 Andy Daniels made a motion to approve the minutes from the February 18, 2019 and the Treasurer's Report, seconded by Lois Wymore. Terry Carwile had a question on the broadband commitment. Mike Anson is going to follow up on that item in the Treasurer's report. Motion carried
- 5.2 Terry Carwile made a motion to approve the minutes from the March 4, 2019 E-meeting, seconded by Lois Wymore. Motion carried.

6.0 New Business

- 6.1 Memorandum of Understanding State of Colorado, Department of Higher Education, State Board of Community Colleges and Occupational Education for the use and benefits of Colorado Northwestern Community College and Moffat County Affiliated Junior College District.

Ron stated that he has not been involved in the MOU. Ron just know that the System legal team has been working with the MCAJCD board attorney. Ron also stated that the Rangely board has approved the MOU for the Rangely campus and they had no chanced.

Jon Pfifer stated that this is with regards to this campus and the additional lots that it is located on. Jon stated that the MOU came back with a few minor changes, none that are concerning. But those changes reflect their understanding on the statutes. They did add a section that states, they want sales of property to be determined by fair market value. They added a provision that states provided by an independent appraiser, which would require we use an independent appraiser before we sell any property. From a legal standpoint there is nothing wrong with that provision but from the Boards standpoint their might be. They also added a section that states the MCAJCD Board would not have statutory authority to acquire new land. Terry Carwile would like to have an executive session at a future meeting to have legal counsel delineate the additional provisional section.

Jon Pfifer will be communicating with the State System regarding the MCAJCD Board's requests.

6.2 Board Members Terms of Office

Mike Anson state that he was reviewing the terms of service. Based on the member information provide in the packet, Mike Anson, Terry Carwile and Zachary Allen are termed in November. Mike believes that he is term limited, but more research needs to be done, because he was appointed or if he was elected for two full terms.

6.3 By-Laws Review

Mike Anson also provided an update regarding the by-laws. Mr. Daniels and Mr. Carwile had put together some by-laws for the MCAJCD board around this time last year. At that time they were discussed at a few different minutes and legal counsel had reviewed them but then due to staff turnover as well as change in legal counsel. Mike found the most recent copy that he was able to find and sent that over to legal counsel. Mike would like for the board to take some time to review those by-laws and then approve them at that next meeting. Legal counsel only had one area that he would like to see an additional provision.

Mike would like for legal counsel to review and then send out to the board in a week or so and then send out to the board members so they had time to review and then vote on the by-laws at the next meeting.

Legal counsel inquired about the highlighted areas versus the non-highlighted areas.

7.0 President's Report, Ron Granger

Ron presented a written report. He also presented that enrollment is staying about the same at 7%. There is one school who is above us right based on percentage. He also stated that we are holding open forums today and on Wednesday for the Vice President of Student Affairs and the Craig Campus. We also had the Marketing Director candidates on campus today. Ron also stated a few events that have been scheduled and cancelled in March one being the PTK All Colorado. These students will be recognized at the Honor Banquet. Ron also introduced Sasha Nelson as our new Director of Community Education who will start on April 22 on the Craig Campus. We also have Jake Byers who will be starting on April 15 on the Rangely Campus. Ron also recognized Karen Stillion as our Part-Time Instructor, winners for this year System awards. Mike asked how our numbers compared from Fall to Spring. John Anderson stated that we retained 12%. Mike also inquired about the budget. We are waiting on the long bill to pass. We will send out our schedule over the next month and a half with regards to awards banquets and graduation ceremonies.

8.0 Vice President Instruction Report, Keith Peterson

Keith stated he was glad to hear about the retention numbers. He wanted to thank our impeccable instructional staff at this college. He also wanted to give credit to our student

services staff for the three week intervention process that takes place to ensure success for those students. Keith also stated that he is excited about bringing Sasha on board especially with regards to the non-credit programs that we are looking at providing. Keith is headed out in April for our HLC Meeting in Chicago for four days. Things are going well on both campuses and students are back from Spring Break and looking forward to finalize courses and summer break.

9.0 Vice President Business & Administration, James Caldwell

James presented that it is financial reporting season. We also provide IPEDS reports this time of year. We also report to HLC this time of year on how the college is doing. The budget process is started. The only other pieces is that our Controller has retired and we are in the process of interviewing candidates to fill that position. Mike stated that in past years the budget has been slammed down their throats at the last minute in June and they would really like to work with James on the budget this year. James stated that we need to know the mil for the board which will then help drive the budget. Mike did inquire about having conversations regarding what kind of support the college needs from the board prior to the last minute. We also need to determine the assessed value. James stated that we have started looking at this with the understanding that things might look the same as last year. Lois asked about the glitch in the system. She asked how the System can continue to move forward with their budget. James presented that since the System provides reports on a quarterly basis which is what James has continued to do.

10.0 Foundation Liaison Report, Terry Carwile

Terry provided an update about the 15th Annual Foundation Dinner on March 30th. Terry Carwile and Andy Daniels have purchased tables for the dinner. They would like to offer those tickets up to anyone that would be interested in attending. The spring 2019 scholarships have been given out in over \$50,000. Sue is working with Dave Olson to put out a press release on the donation of a Cummins Diesel motor that was recently donated.

11.0 City Council Liaison Update

12.0 Other Business

13.0 Adjourn

Andy Daniels made a motion to adjourn the meeting at 7:16. Lois Wymore seconded.
Motion carried.

Respectfully submitted by:


Zachary Allen, Board Secretary