

**RANGELY JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES**

Regular Session  
McLaughlin Fireside  
Monday, March 21, 2016  
12 noon

**PRESENT**

Board of Trustees: Teri Wilczek, Peggy Rector, Sam Tolley, Ann Brady and Ken Parsons

Board Members Absent:

President's Cabinet Members: Russell George, Janell Oberlander, Jeff Devere, Donna Theimer, Judy Allred, Roger Ficken and John Bottelberghe

Others Present: Michael Melneck, Grants Administrator; Scott Rust, Controller, Linda Gordon, RJCD Budget Officer; and Becky Dubbert, Recorder

**1.0 Call Meeting to Order:**

Regular Session was called to order by Teri Wilczek at 12:16 p.m.

**1.1 Changes to the Agenda**

A motion was made by Peggy Rector and seconded by Ken Parsons that the Board had no changes to the Agenda. Motion carried.

**2.0 Consideration of Previous Minutes**

**2.1 Approval of the Monday, February 8, 2016, RJCD Regular Board Meeting Minutes.**

A motion was made by Peggy Rector and seconded by Sam Tolley that the Board approve the February 8, 2016 regular board meeting minutes as presented. Motion carried.

**3.0 Action/Discussion Items**

**3.1 Old Business**

**a. NPS Shooting Range Update**

Peggy Rector began the discussion stating that John Sims had been invited to attend the Board meeting, but since the Board meeting date was changed, he was not present at this meeting. Rector explained that John Sims had approached her with worries about the lead on the shooting range and stated that prior efforts made to fix it made it worse. Russell George stated that Roger Ficken had been assigned this task. Roger Ficken explained that the BLM meeting scheduled to discuss the possible purchase of the BLM land on which the range was located, was cancelled at the last minute. Action on the NPS Shooting Range was tabled until next month.

**3.2 New Business**

- a. Dining hall renovation plans—Jeff Devere reported that the revised dining hall plans changed the focus to the existing footprint of the dining hall. Sodexo met with students and made the layout as presented to the Board. It was all conceptual right now and was meant to be with 200-300 chairs. There was nothing planned to change the integrity of the Johnson Building right now. They would upgrade the kitchen as part of this less expensive plan. Devere explained that it was now more a matter of the recruitment and retention of students. The college dining hall is the main reason a student would not come back to CNCC or their parents would not send them back.

Devere explained that the Den in the Weiss building would help out dining hall operations when the special construction begins in spring 2017. The CNCC Food Service Project Schedule outlines the process from closing Sodexo when spring semester 2017 ends and reconstruction begins. Sodexo would do all the architecture and engineering in June and over the summer the

procurement and construction would take place. The dining hall would be on schedule to open for service the first week of August 2017. There were several allowances to consider when looking at the description of the costs. It currently stands at a \$1.7 million dollar project. John Bottelberghe admitted that they really don't know what the total cost of the allowances may be. The HVAC allowance is hopefully at its minimum level. The furniture, equipment and millwork procurement could be a large allowance since there will be a great need for furniture.

Peggy Rector expressed her concern about Sodexo and asked if there needed to be borrowing funds to get the Sodexo plan done. Russ George explained that there was yearly revenue from Sodexo to help pay for this. He explained that the college can't borrow money for this project; the RJCD has to go to the public to ask for borrowing (not a tax increase). It would be borrowing against a future revenue stream. Rector asked if the County had been asked for a small grant for this project and also why CNCC was not researching the larger expansion of the dining hall which included a new meeting hall to replace the Colorado Room. Russ George suggested using the plans for the larger Johnson remodel and getting together with the county, but he wanted to proceed with the plan this time next year.

- b. Discussion of McLaughlin's roof replacement final cost—includes other issues such as landscaping and overflow drains. Roger Ficken distributed his summary of the HVAC Testing & Balancing. RJCD Budget Officer Linda Gordon had stated in a memo on January 31, 2016 that "it appears that CNCC has \$11,000 left to spend on the testing/balancing in the Johnson Building. Ficken reported that he had submitted blue prints of the HVAC system to Forward Balancing (FB) said he hoped to have the Johnson building balanced in May if the schedule is agreeable.

Within the foundation, CNCC has a pool of money available from the Rector Renovation and Expansion project. The foundation now has a formal request to free up that fund for investment into the campus grounds. Ficken asked that as many of the Safety and Compliance issues that are listed are addressed in the form of emergency notifications. \*Sidewalks—ADA access to softball field—by removing and replacing tripping hazards without losing foliage. \*Lighting—reduce shadows on campus walkways and increase night time visibility. \*Spreader/Sweeper—invest in equipment to reduce slip incidents in parking lots and sidewalks (Note the unit can be used for seeding also.) \*Emergency Notification System—expand the wireless notification system to exterior notification pedestals. \*ACT Trainings—provide training opportunities for staff; fire evacuation, active shooter, and others.

A motion was made by Ann Brady and seconded by Peggy Rector that the RJCD authorize the \$110,000 balance left in the Rector construction account be used for these purposes. The College will bill the Foundation directly to reimburse the cost. Motion carried.

#### 4.0 **CNCC College Report**—Russ George

- Russ George reported that the Budget Committee (Cabinet) was in the process of working on what needs to be trimmed.
- George said he would convene the RJCD Board to discuss the budget and would do the same with the MCAJCD Board of Control.
- Changes in staffing include Roger Ficken coming on board in January to take on the Facilities director position. Ficken will step up to the V.P. of Business & Administration position working with John Bottelberghe. John B. will stay on as financial officer and for special projects on an "as needed basis." Presently, Ficken is doing both jobs.
- There will be Vice President of Instruction interviews on Wednesday and Thursday of this week.
- Russ George's last day as CNCC President will be on Thursday, June 30, 2016. If the college does not have a replacement after 30 days, he will come back on a contingent basis until a new president is selected.

- Judy Allred's last day at CNCC will be May 30, 2016 when she retires from CNCC as the Rangely Dean. She will have to step out of the position for at least 30 days before she can come back on a MOU agreement to help the new Rangely Dean get acclimated to the position.

#### **5.0 Payment of RJCD Bills**

Linda Gordon had delivered the financials through January 31, 2016. The checks being presented for payment are one to CNCC \$184,562.15 for January 2016 operating and tuition bill, one to CNCC \$54,900.18 for January 2016 Capital/Maintenance and one to Linda Gordon \$1,600.00 February 2016 contract labor and one for reimbursement of Board Meeting Lunches from 2/08/16 for 58.79 and one to Postmaster for postage for \$98.00. A motion was made by Teri Wilczek and seconded by Peggy Rector that the RJCD Board approve the payment of the bills as presented by Linda Gordon. Motion carried.

#### **6.0 Other**

Linda Gordon distributed a document describing the drop in severance taxes for this year to \$2,137,187 and then a 30% reduction to \$1,496,031 the following year, and it will continue to drop during this economic downturn. Gordon suggested that since CNCC was in budget talks, she recommended CNCC reduce the tax revenue they thought they were getting for the upcoming budget year because it will be substantially lower. Russ George reported that CNCC was still growing and the rest of the CCCS colleges were shrinking. He indicated that CNCC needed growth through student FTEs and to focus on programs that were working—to see if a program can grow more than it costs.

#### **7.0 Adjournment**

A motion was made by Teri Wilczek to adjourn the meeting at 1:40 p.m. Motion carried.