

**RANGELY JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES**

Regular Session
Johnson Banquet Room
Monday, August 8, 2016
12 noon

PRESENT

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

Board Members Absent: Ken Parsons

President's Cabinet Members: Russell George, Ron Granger, Roger Ficken, Holly Boomer, Jeff Grubbs,
Others Present: Scott Rust, Controller; Colleen Kenney, Accounting Coordinator; Michael Melneck, Grants
Administrator; 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 12:15 p.m.

1.1 Changes to the Agenda—No changes were made

2.0 Consideration of Previous Minutes

2.1 Approval of the Monday, June 13, 2016, RJCD Regular Board Meeting Minutes.

A motion was made by Ann Brady and seconded by Sam Tolley that the Board approve the Monday, June 13, 2016 regular board meeting minutes as presented. Peggy Rector abstained. Motion carried.

Teri Wilczek reported that the RJCD Board cancelled their regular session meeting in July, but they did elect by email to approve payment of the bills. The checks presented for payment were one to CNCC \$159,415.57 for May 2016 operating and tuition bill, one to CNCC \$49,362.02 for May 2016 Capital/Maintenance and one to Linda Gordon for \$1,600 for June 2016 contract and one to Linda Gordon for \$133.14 to reimburse for lunch for June board meeting and office supplies and one to Club 20 for 2016-2017 dues for \$250.00. The payment of bills was approved via email.

3.0 Action/Discussion Items

3.1 Old Business

a. NPS Shooting Range Update

Roger Ficken reported there were no updates to the NPS shooting range. Ficken did ask the RJCD Board if they would consider purchasing the BLM land for the shooting range—indicating that the process could take up to two or three years to get any purchase completed.

b. Dining hall renovation plans

Russell George reported that there was no further action on the renovation plans over the summer. Ever since David Smith left as Vice President for Academic and Student services several months ago, CNCC has restructured to move student services over to Janell Oberlander in addition to her duty as the Craig Campus Vice President. Jeff Devere was the Dean of Student Services but the rest of the restructure process has now been completed. Several new faculty/staff have been hired, including a new CNCC housing director on the Rangely Campus as Kirk Lee was hired in June. K. Lee will be attending the September Board meeting as Jeff Devere steps back from student services functions, but will stay in charge of Sodexo issues and update the Board as needed on the dining hall renovation plans. Devere's title has changed to CNCC Chief Information Officer (CIO) and Athletic Director. New Safe Campus Coordinator Bhrent Shock will have Devere as his direct supervisor.

Devere remains the CIO for CNCC and the Athletic Director but will work with Information Technology (IT) which is now much more than a help-desk to make sure everything is up-to-date. Devere will work with Caleb Cranford and Ryan Wilson to create a very aggressive technology arm at CNCC. With help from Fred Byers in Rangely and Tim Kaiser in Craig, the IT department takes on a new stronger role for CNCC. VPI Holly Boomer introduced Jeff Grubbs the new Rangely academic dean who is now on contract with CNCC. Grubbs comes from Arkansas and is ready to work with Holly as they make plans with the new re-structure at CNCC.

Russ George stated that Michael Melneck had been scoping out more materials in order to create posters of the artist's renderings of the Pre-conceptual design study for the expanded Sodexo multi-purpose space and conference center renovation possibilities. The posters would be used as a marketing tool to try and raise the funds to pay for this expanded renovation plan.

3.2 New Business

- a. Roger Ficken reported that there was a \$89,000 cost over-run and he is asking the RJCD Board to help with this over-run.
- b. The Soccer Field is on the budget and funds have been used to get the field started. They are designing the whole field. CNCC Rangely Campus is considering introducing CNCC Soccer in the Fall of 2017. The irrigation system on the field is an issue and the soil prep is also very important. Ann Brady told Russ George that she thought they already had this discussion about the \$110,000 left over from the Rector Reconstruction completion. Russ George explained that similar cost over runs have also occurred and other charges have drawn down the general operating fund reserve (food service auxiliary reserve) so CNCC is probably below the required 6%, so CNCC is scrambling to get cash back into this account. Because they have come in with \$100,000 unspent from the district budget—CNCC wanted to ask to move the funds over to the operating fund to boost the line item. You can do all this with a budget amendment and reimburse the cash that they are holding.

Ann Brady made a motion that RJCD Board takes \$90,000 from the General Reserve for the McLaughlin roof over-run and makes the funds available to cover the cost, and Sam Tolley seconded the motion. Motion carried.

The other question was the CNCC Soccer field, and the fact they didn't want to shrink the college, but wanted to grow instead. Roger Ficken explained that the soccer field would be developed in a series of phases. Phase A included the preparation of the field in which \$50,000 was already included in the 2016-17 fiscal year budget. Both Russ George and Ficken explained that more funds would need to be found to continue with Phase A in order to have the underground irrigation installed and ready. When asked who or what company would do the work, Ficken explained that it could be done "in house" with their current maintenance crew, since Lindsey Blake actually has a degree in turf management, and Grand Jct. Pipe and Supply was already involved. Ann Brady told Roger that she wanted to see a more in-depth look at the costs for Phase A, B, and C. before any more consideration could be made on finding more funding for the field. Ficken agreed to get the information out to her.

4.0 CNCC College Report

Holly Boomer explained that the budget for 2016-2017 would be strong if the college meets the same numbers as last year with enrollment. Boomer reported that the Gateway Center was merging into the Library with the just received innovation grant funds. This grant would fund the remodeling of the Library space to allow for the addition of more offices and Gateway Center space.

5.0 Payment of RJCD Bills

Linda Gordon presented the following checks for payment. One to CNCC \$392,835.98 for June operating and tuition bill, one to CNCC \$51,009.84 for June 2016 Capital/Maintenance and one to Linda Gordon \$1,600.00 for July contract and one to Monument Mechanical for \$2,582.05 for work

done on 2014 CCITF Grant. A motion was made by Sam Tolley and seconded by Peggy Rector that the RJCD Board approve the payment of the bills as presented. Motion carried.

7.0 Adjournment

A motion was made by Teri Wilczek to adjourn the meeting at 12:50 p.m. Motion carried.