

COFFEYVILLE COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING MINUTES  
DECEMBER 19, 2022

The regular meeting of the Board of Trustees was called to order on December 19, 2022 at 4:00 p.m. at the Board Room.

Trustees Present:	Becky Barnhart	David Baldwin	Ron Bryce
	Doug Misch	Jimmy Littleford	Lora Stalford

Others Present:

President Dr. Marlon Thornburg	Vice President Dr. Aron Potter
College Legal Counsel Doug Ott	Vice President Jeff Morris
Sr. Director Yvonne Hull	Dean Heather Pollet
Kim Blaes	Sean Clapp
Aaron Phillips	Krista Hannah
Andy Taylor	Jeff Leiker
Kris Wech	

Chair Becky Barnhart called the meeting to order at 4:00 p.m.

Sr. Director, Yvonne Hull was present to deliver the marketing report. She highlighted the report provided to the Board. Marketing has developed a new physical flip book for recruiting. Those who have seen it; coaches and activity sponsors, noted it was a great showcase of CCC. Yvonne also noted the Marketing department has completed football recruiting books. President Thornburg asked about these. Athletic Director, Jeff Leiker explained they give one to students being recruited as well as high school coaches as it highlights our coaches and facilities. Several flyers were completed for various sports and activities. The Marketing photography, video and website completions were noted.

Sr. Director Hull also presented the Student Life Update. She noted all students have checked out of the residence halls other than two students from Africa who are taking classes. The Women's Soccer Student Life Manager has returned to her home, leaving a vacancy. Students will be back beginning December 27-28 with basketball, then track students with the remaining students checking back in January 10-11<sup>th</sup>. Classes begin on the 12<sup>th</sup>.

President Thornburg delivered the President's report. CCC hosted the quarterly KACCT meeting December 2-3. All but two Kansas Community College Presidents were in attendance. The day began with the President's meeting and lunch in the Oak Room, followed by the KACCT meeting with Presidents and Trustees in the Raven Roost where Senator Roger Marshall was in attendance. In the evening, the group had a social hour followed by dinner at the Best Western, catered by Chartwells. After dinner, the guests were treated to a candlelit tour at the Brown Mansion. The group had breakfast in the CCC cafeteria Saturday morning, then finished their meetings in the Raven Roost and given a box lunch prepared by Sunflower Soda Shoppe.

The guests were given a bag filled with Coffeyville items: a CCC flashlight, Coffeyville Coffee, a boot koozie and brochure from the Chamber of Commerce. Kudos to Bob Tackett and staff for all they did to make this event go smoothly for meals and snacks.

The Phi Theta Kappa All-Kansas nominations are in and will be announced soon. The Phi Theta Kappa luncheon is in Junction City on April 14, 2023.

President Thornburg recently toured a company in the Wichita area with the MCAC group. This company is investigating expansion of their operations to Coffeyville. President Thornburg also attended a luncheon in Chanute with the SEK legislators and the SEK community college Presidents to discuss the challenges for higher education in Kansas for this upcoming legislative session.

CCC staff hosted Riley Lukumski, the new MCAC Director on campus to expose him to what CCC has to offer prospective businesses and our region. He toured the main and Coffeyville Technical Campus to see our CTE programs and discuss how we can help recruit new businesses and train prospective employees and/or retrain existing employees.

The CCC band, cheer and dance participated in the Caney and Coffeyville Christmas Parades with our 100 year celebration float.

President Thornburg reviewed the important dates coming up. At this time, President Thornburg recognized Coach Jeff Leiker on their impressive football season. Coach Leiker re-capped the season, and noted 15 different teams came to campus to recruit players. Keyshawn Blackstock and Bishop Fitzgerald were two highly recruited players by D1 schools. He noted our defense was ranked #3 in the country.

President Thornburg spoke about the Community College Tax Credit Program, he and CCC Foundation Executive Director Dickie Rolls, have contacted different individuals about donating to CCC for capital improvement projects.

Vice President Morris gave the financial update. The November 2022 operating revenues for the main operating accounts totaled \$100,790.41. Non-operating revenues totaled \$84,480.20. Year-to-date operating revenues now total \$3,609,473.78 with year-to-date non-operating revenues total \$2,201,573.04.

The majority of the operating revenues represent what has been billed to student accounts for enrolled classes, or housing/meal accommodations. Bookstore revenue includes items bought and/or charged to student accounts for items purchased in the bookstore. Non-operating revenues consist primarily of state funding (\$2,088,654.10 YTD) and property taxes (\$112,466.61 YTD).

The November 2022 operating expenses totaled \$1,367,836.71, with the non-operating expenses in the month totaled \$310,395.49. The non-operating expenses were payments on outstanding debt. Year-to-date operating expenses now total \$7,216,134.79. Year-to-date non-operating expenses total \$310,395.49.

Vice President Morris noted they will be adding a Balance Sheet statement to the financial report package; however, the timeline is still unknown for completion of that document. The next session with the report writing consultant is scheduled in January. In January, we will receive the second half of our state operating grants and the first large installment of property taxes.

At this time, Vice President Morris introduced Aaron Phillips and Krista Hanna from the bookstore. Aaron passed out a report reflecting the new things they have implemented since taking it over as well as their goals moving forward. Aaron complimented Krista for her photos used in advertising and showcasing their products. Krista noted MCAC Director, Riley Lukumski, sent his assistant to the bookstore to prepare a basket for a potential industry business.

Aaron started a letter to Santa project this year. He noted over 100 children left letters for Santa at the bookstore and they answered them. He passed out letters from Santa to the Board members. Chair Barnhart complimented Aaron and Krista on the merchandise they carry. Trustee Misch suggested putting items by the concession stands to show off new merchandise.

Under discussion, Architect, Sean Clapp was present to provide an update on the campus projects. He announced there would be 12-15 more days on demolition on Spencer Rounds, they are approximately 15 days behind putting panels on. They are looking at mid-January before they begin the work at the Student Union. Vice President Morris asked about a timeline on the Theatre project. Sean Clapp stated mid-February to complete the Theatre depending on weather.

Vice President Morris recommended separating action item O for discussion before voting. Trustee Littleford moved the action items D-P, omitting O be approved. Trustee Stalford seconded the motion. The motion was approved 6-0. Vice President Morris provided information on action item O. regarding the approval of proposals of deposit of funds from local banks. He handed out information with money market, general account graphs and the proposed summary of deposit of funds between banks that submitted bids. After much discussion, Trustee Littleford moved to accept the bid from Community National Bank, option 2. Trustee Misch seconded the motion. Chair Barnhart abstained from voting, the motion was approved 5-0. The consent agenda included:

Approval of Minutes

Personnel Report

Approval of Bills

Treasurer's Report

Approval of Student Union Chiller Freeze Protection

Approval of Medical Lab Tech Program Purchase

Approval of Board Policy Manual Updates

Approval Automotive Collision Program /Columbus Campus Purchase

Approval of Automotive Service Program Equipment Purchase

Approval of Byers Softball Field Revitalization  
Approval of Pole Vault System for Veterans Memorial Stadium  
Approval of Proposals of Deposit of Funds from Local Banks  
Approval of Purchase of 2023 Chevrolet Traverse SUV

Under new business, Trustee Ron Bryce submitted his resignation from the Board of Trustees as he was newly elected to the Kansas House of Representatives, his resignation is effective December 19, 2022.

President Thornburg announced there is a capital campaign to renovate the Dick Foster Complex. We have pledged as well as donated funds designated to this project. President Thornburg asked the Board if they had any objections for us to receive some proposals to renovate and obtain some bids to get an idea on the cost. Chair Barnhart noted there were no objections and to move forward. There was no opposition from the other Board members.

Counsel Doug Ott announced he would be taking care of the Board opening. There will be a public notice running in the newspaper for two weeks, as well as accepting applications. The position can possibly be filled after 15 days.

At this time, Chair Barnhart stated, if there was no further business, she would need a motion to adjourn. Trustee David Baldwin moved and Trustee Bryce seconded the motion. The motion was approved 6-0. The meeting was adjourned at 5:33 p.m.

  
Dr. Marlon Thornburg, Secretary