

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
November 20, 2019

Trustees Present: Thomas Smith, Russell Karn, Jason Taylor, Carl Tharman, Kenneth Huss, Vernie Coy

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:35 p.m. in the Conference Room of the David Reist Administration Building on the Highland campus.

Approval of the Agenda: It was moved by Mr. Karn, seconded by Mr. Tharman, that the agenda be approved as presented. Motion passed.

Approval of the Minutes: It was moved by Mr. Tharman, seconded by Mr. Huss, that the minutes of the October 23, 2019, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Huss, seconded by Mr. Taylor, that warrants numbered 464941 through 465204 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Presentation: John Haas, Ranson Financial, discussed Bond Bids for the refinancing of the College's debt. Bids were received from Central States Capital Markets, Country Club Bank, D.A. Davidson & Co., and First Bankers' Bank Securities.

Acceptance of Bids-Debt Service Issuance/Reissuance: John Haas, Ranson Financial, recommended accepting the bid from Country Club Bank as it had the lowest interest rate. Discussion. It was moved by Mr. Tharman, seconded by Mr. Karn, that the College move forward with Country Club Bank for the refinancing of the College's debt. Motion passed.

It was moved by Mr. Karn, seconded by Mr. Coy, that Resolution 2019-1120 be accepted as presented. A roll call vote was held. Motion passed unanimously. It was moved by Mr. Karn, seconded by Mr. Coy, that the Tax & Securities Compliance Procedures be approved as presented. Motion passed.

Renewal of Contract – Jon Bingesser: President Fox stated that the contract for Jon Bingesser, Head Volleyball Coach, will be expiring on December 31, 2019. Her recommendation to the Board was to renew his contract for January 1, 2020, through December 31, 2020. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the contract for Jon Bingesser be renewed for January 1, 2020, through December 31, 2020. Motion passed.

Non-Renewal of Contracts and Resignations: President Fox presented the Board with resignations from Aaron Arnold, Head Football Coach, and Maurice Grey, Defensive Line Coach. She recommended non-renewal of contracts for Judd Remmers, Offensive Line Coach, and Kory Vaught, Assistant Football Coach. It was moved by Mr. Taylor, seconded by Mr. Karn, that the resignations and non-renewals be approved as presented. Motion passed.

ATG Payment: President Fox requested approval from the Board to make a payment to ATG towards the completion of the track per the company's request. It was moved by Mr. Karn, seconded by Mr. Coy, that a payment towards completion of the track be made to ATG as requested. Motion passed.

Acceptance of 3 Year Virus Protection Service: The Information Technology department would like to recommend the renewal of the anti-virus/spam/firewall protection for all computers on the Highland campus. The renewal would consist of a three year agreement with SHI International. It was moved by Mr. Huss, seconded by Mr. Coy, that a three year agreement for anti-virus/spam/firewall protection be renewed with SHI International. Motion passed.

Approval of Alcohol Use at Klinefelter Farm: President Fox requested approval from the Board to allow the serving of alcohol at the Klinefelter Farm during the March 4, 2020 meeting held by the Hiawatha Hospital. It was moved by Mr. Coy, seconded by Mr. Karn, that alcohol be allowed at the Hiawatha Hospital meeting on March 4, 2020. Motion passed.

Academic Affairs: Dr. Erin Shaw, Vice President for Academic Affairs, was not present. The Board was provided with a written report.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through October 2019 and discussed income and expense reports. Mr. Willy reported that the Foundation audit was not approved in October but he is hopeful it will be by the January meeting. The College audit is complete but cannot be finalized until the Foundation audit has been approved. He confirmed that the roof on the LSU building is the last to be repaired and should be complete after the HVAC units are moved by Pierce Heating and Cooling. Representatives from CANVAS were at the Highland campus on November 5th & 6th to assist in training and transitioning to the new program.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, stated that the advising team has constructed a new Advising Guide to better assist students and advisors in understanding which courses are needed to meet degree requirements. Dr. Ingmire shared that the registrar's office has been utilizing academic plans to verify graduation checks for students. Admissions will be hosting the annual Principal and Counselor Luncheon on November 21. Principals and counselors from Doniphan West, Troy, Riverside, Hiawatha and Falls City high schools were invited to attend. Dr. Ingmire stated that the Doniphan County Open House for seniors and parents will take place on the Highland campus on January 29th. He gave enrollment updates for the spring 2020 semester.

Trustees' Report: Chairperson Thomas Smith shared that President Fox and he will be attending the KACCT meeting at Johnson County Community College on December 6th & 7th.

President's Report: President Fox attended the panel discussion "Interpretation of the Past, by Those Living in the Present, Influences the Future" on November 13th and the presentation of the preserved 1859 Land Grant on October 9th and reported that they both went very well. She was in attendance at the Etiquette Dinner hosted by Student Support Services on November 19th and stated that it was well attended. President Fox and Chairperson Smith will be attending the KACCT meeting on December 6th-7th. The Lads and Lassies will be performing their holiday concert on December 5th and 7th. Highland Community College will be hosting the annual

Holiday Open House for employees and friends of the College on December 12th from 4-8 p.m. at the Klinefelter Barn. President Fox stated that the Head Football Coach position has recently been posted online and applications are being accepted and reviewed.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Coy, that the Board go into Executive Session at 8:15 p.m. for no more than 30 minutes to discuss Non-Elected Personnel. Motion passed.

The Board reconvened to Regular Session at 8:45 p.m.

Executive Session: It was moved by Mr. Coy, seconded by Mr. Karn, that the Board go into Executive Session at 8:45 p.m. for no more than 15 minutes to discuss Real Property.

The Board reconvened to regular session at 9:00 p.m.

Adjournment: It was moved by Mr. Taylor, seconded by Mr. Huss, that the meeting be adjourned at 9:00 p.m. Motion passed.

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| Thomas Smith, Chairperson | Date | Carl Tharman, Secretary/Treasurer |
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