

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES/FOUNDATION BOARD JOINT MEETING
January 24, 2022

Trustees Present: Tom Smith, Carl Tharman, Jason Taylor, Vernie Coy, Kenneth Huss

Trustee Absent: Russell Karn

Others Present: HCC President Deborah Fox; Keith Jaloma, HCC Foundation Executive Director; Kelly Twombly, HCC Director of Alumni Relations; Jaime Terry, Advancement Coordinator for Foundation/Alumni; Heather Mejia, Administrative Assistant to President/HR/Marketing; HCC Foundation Members Gene Bauer, Brian Wozniak, David Holthaus, Ed Webb, Kim White, Mike Hundley, Shawn Loyd, Steve Reichle, and Ted Collins.

The meeting was called to order at 11:38 p.m. in the Conference Room of the David Reist Administration Building.

President Fox provided a Power Point presentation on Institutional updates. She reviewed the Mission and Vision Statements as well as discussed the Master Plan and Strategic Plan. President Fox went over challenges that the College has been faced with and the steps that the Administration plans to take to address them. Amongst those challenges were a decrease in High School enrollments, budget limitations, limited housing and childcare options for new employees in Doniphan County and little to no increases in State funding.

Salary Contributions for Executive Director of the Foundation- The Administration requested that 100% of HCC Foundation Executive Director, Keith Jaloma's salary and 60% of Advancement Coordinator for Foundation/Alumni, Jamie Terry's salary be funded by the Foundation Board. Discussion. The Foundation Board was supportive of the idea and the steps taken to move towards that goal. They requested that the Administration prepare a proposal to be presented at a later meeting.

Master Planning Status and Progression- President Fox reviewed projects that have been discussed but are not yet in progress such as a new baseball field, remodeling of the student union/cafeteria and updated Field House seating. She voiced the importance of a new student union and library as that is where students are likely to spend most of their time. She stated that there are several spaces being under-utilized on campus but some are in need of a remodel.

Development of HCC Board of Trustees Facility Naming Policy- The Board of Trustees would like to have a policy created for facility naming. President Fox provided a draft policy for the Trustees and Foundation Board Members. She explained that the policy would assist with having a procedure in place to ensure the process of naming a facility goes smoothly and is well

communicated between the Foundation Board and Board of Trustees. The Trustees requested that they have the final approval before a gift is received from a donor with the intentions of naming a facility. Discussion.

Entering into a Memorandum of Understanding prior to Project Fundraising- President Fox expressed that prior to project funding, the Board would like to have some sort of a process developed that will assist in deciding who will be funding specific projects. Both Boards were in agreement that there needs to be communication from both sides when there are future projects in the making. Discussion.

The meeting was adjourned at 12:45 p.m.

Thomas Smith
Chairperson

Date

Carl Tharman
Secretary/Treasurer