

Special Governing Board Meeting Agendaⁱ

Date:
May 3, 2007

Painted Desert Campus Community Education Center
2251 North Navajo Boulevard, Holbrook, Arizona

Time:
10:00 am

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance -----	Chairman Peaches
2.	Adoption of the Agenda -----	Chairman Peaches
3.	Invitation of Public Comment -----	Chairman Peaches
4.	Executive Session for Legal Advice ----- (Action) The District Governing Board may vote to enter executive session for discussion or consultation for legal advice with, and in order to instruct its attorneys pursuant to, A.R.S. §38-431.03(A)(3) and (A)(4)	Chairman Peaches
5.	Personnel ----- (Action) The District Governing Board will consider and may take action with regard to the formal appointment of an Interim President for the College, and may take other action with regard to the appointment of an Interim President or with regard to the formal candidate search for a President.	Chairman Peaches
6.	Report on Interim Matters Since April 17 ----- (Action) The District Governing Board will hear a report from NPC administrators regarding the issues which have arisen within the College since April 17, 2007, as well as the decisions taken by administrators and the temporary Acting President, and may vote to ratify the decisions made by College administrators, or may take other action with regard to the issues presented by administrators.	Mark Vest Jeanne Swarthout Blaine Hatch
7.	Discussion on 2007-2008 Preliminary Budget -----	Blaine Hatch
8.	Consideration of Board Action Plan ----- (Action)	Chairman Peaches
9.	Consider Grants/Contracts ----- (Action) -SBDC Lease -Sungard RFQ -Paving Bids	Mark Vest Blaine Hatch
10.	Salary Schedules and Benefits ----- (Action)	Blaine Hatch
11.	Announcement of Next Regular Meeting ----- May 15, 2007 – 10:00 a.m.	Chairman Peaches
12.	Adjournment ----- (Action)	Chairman Peaches

ⁱ The District Governing Board may consider any item on this agenda in any order and at any time during the meeting.



Northland Pioneer College

STRONG MINDS. STRONG COMMUNITIES.

Our mission: To improve lives by creating access to quality learning and cultural opportunities.

Navajo County Community College District Special Governing Board Meeting Minutes

May 3, 2007 – 10:00 a.m.

2251 Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Members present: Norris Baldwin, Bill Jeffers, Daniel Peaches, Neal Thompson, A.T. Siquah.

Staff present: Mark Vest, Dr. Jeanne Swarouth, Blaine Hatch, Lisa Jayne.

Attorney Present by Conference Phone: Michelle Parker, Mangum Wall Stoops & Warden

Others present: David Huish, Everett Robinson, Eva Purvis, Harry Lomaloma, Mira White, Eric Bishop, Benjamin Schoening, John Chapin, Cindy Hildebrand, JoLynn Fox, Peggy Belknap, Dan Simper, Marlin Gillespie, Karalea Kowren, Terra Tanner, Candy Howard, Pat McCann, Trudy Bender, Donna Ashcraft, Rose Kreher, David Schlatter, Kenny Keith, Marva Fellows, Larry Romo, MiAnna Tyler, Mary Clay, Paul Barger, Sandy Johnson, Joyce Hunt.

Call to Order and Pledge of Allegiance: Mr. Peaches called the meeting to order at 10:00 am. Mr. Baldwin led the Pledge of Allegiance.

Adoption of Agenda: Neal Thompson/William Jeffers/Unanimous vote

Invitation of Public Comment: Eva Purvis addressed the Board and “everyone involved” in the new presidential search and requested that an extensive background check be done on the candidate. She also suggested that when the Board wants to do “housecleaning” that the staff be notified first so it can be done by the staff themselves.

Agenda item: Legal advice.

Executive Session for Legal Advice: As allowed in ARS 38-431.03(A)(1), the Board moved into executive session at 10:05 a.m. upon a unanimous vote in support of a motion by Neal Thompson and a second by Norris Baldwin

The Board returned to regular session at 10:43 a.m.

Agenda item: Personnel

Mr. Jeffers asked Mark Vest his recommendation regarding presidential appointment. Mark Vest recommended that the Board continue with current appointment until the May 15 Board meeting, at which time letters of interest and resumes from NPC employees can be reviewed by the Board to consider internal applicants for the position at that meeting. **Norris Baldwin made the motion and William Jeffers seconded. Passed unanimously.** Mr. Jeffers commended Mark Vest on the quality of job he is presently doing as Acting President.

Agenda Item: Report on Interim Matters since April 17

Mark Vest requested the Board ratify all actions taken by Mark Vest and other administrators after April 17. **A motion to approve the list of actions taken since April 17 was made by Mr. Jeffers, seconded by Mr. Thompson.** Mr. Siquah asked whether the list was going to be approved line by line or en mass and Mark Vest stated that was up to the Board. Passed unanimously. (List attached). Neal Thompson stated he felt Mark Vest was doing a fine job and supported his actions.



Agenda Item: Budget Discussion

Blaine Hatch covered with the Board some changes in line items, but stated that totals had not changed. Blaine Hatch also notified the Board that due to exceeding levy limits that the Board needed to decide to decrease the budget by \$200,000 or to hold a Truth in Taxation Hearing in June. Norris Baldwin asked Blaine Hatch what he recommended. Blaine Hatch recommended the College go forward with the budget and have a Truth in Taxation Hearing in June since there was adequate time.

Discussion on possible options for employee raises or benefit increases took place regarding a proposed \$2,000 cafeteria style benefit package versus a salary raise. Neal Thompson asked Rose Kreher, President of CASO, and Ben Schoening, Faculty Association President, their opinions. Both Ben Schoening and Rose Kreher stated they would be in favor of an HSA or a salary increase, but expressed doubt whether the benefit package could be put together in time. Mr. Jeffers asked Blaine about the administration of a medical savings account and whether there was time to set it up. Blaine Hatch stated it had not been looked into. After further discussion and questioning it was decided to consider the benefits increase for next year.

A motion was made by Neal Thompson to hold a Truth in Taxation Hearing in June for the general public. Seconded by Norris Baldwin. Passed unanimously.

Agenda Item: Consideration of Board Action Plan

Mr. Siquah asked Mark Vest to review the action plan, make necessary changes to scope and detail and to present it to the Board at another time. **Mr. Jeffers made a motion to table the Board Action Plan, to consider it at another date. Mr. Siquah seconded.** Mark Vest asked about a time table for the plan and Norris Baldwin stated the administration could decide what needed to be directed now and what could be directed at a later date. Passed unanimously.

Agenda Item: SBDC Lease

The relocation of the SBDC from the White Mountain Campus to an off campus location on Old Linden Road was presented to the Board by Blaine Hatch. The fact that the lease would open up much needed space at WMC was pointed out to the Board as a positive. Mr. Jeffers asked about cost of rehabilitation of the facility and David Huish stated it would be around \$20,000. The cost of the carpet, a \$5-6,000 value would be credited to the College. Discussion about the lease being one year in duration and that there was no stated amount for the second year. It was also noted that utilities will be paid by the College. **A motion to approve the lease agreement was made by Mr. Jeffers, seconded by Neal Thompson. Passed unanimously.**

Agenda Item: Sungard RFQ

Mark Vest stated the staff recommendation was to cancel the RFQ in order to reevaluate the needs of the College. **A motion to cancel the RFQ was made by Mr. Jeffers, seconded by Mr. Siquah. Passed unanimously.**

Agenda Item: Paving Bids

In regards to the paving bid for the White Mountain Campus, Blaine Hatch stated that no bids had been received. **A motion to cancel the invitation for bids for the WMC parking lot was made by Mr. Jeffers, Mr. Thompson seconded.** David Huish stated he believed there were no bids received because the date range in which the job was asked to be done by was too narrow. He recommended looking at the master plan of the campus to consider putting all parking off of 260. Passed unanimously.



The Silver Creek Campus paving bid received one bid from Hatch Construction. Staff recommended the \$627,150 bid be approved. Mr. Jeffers asked about the irrigation pipes that were scheduled to be replaced under this bid and David Huish stated the existing pipes were too small to irrigate the back 10 acres adequately. Discussion took place on the necessity of irrigating. Norris Baldwin asked about the road to the Senior Center. Blaine Hatch stated there is no funded money for this to be done but that NPC would need to donate about a 10' stretch of land to put the road between SCC and the Catholic Church on the south side. Neal Thompson asked if the paving bid fell under the master plan for SCC, Blaine Hatch stated it did. Mr. Jeffers stated he is concerned about NPC being in the "irrigation business". **A motion was made by Norris Baldwin to approve the paving bid for SCC. Neal Thompson seconded.** Mr. Jeffers stated he had a problem with the irrigation and the lack of information on the bid. Passed by majority vote.

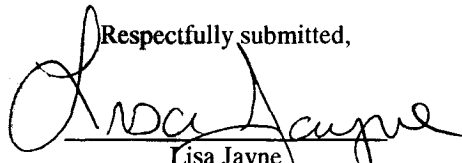
Agenda Item: Salary Schedules and Benefits

A motion was made by Mr. Jeffers to offer a \$2,000 salary increase to employees, the motion died for lack of a second. Norris Baldwin stated he did not second the motion because he believes an HSA is what the employees need. Neal Thompson asked Blaine Hatch what the raise would look like compared to other rural districts. Blaine Hatch said it would put the College in the middle on some classifications, and on the low end in other classifications. **A motion was made by Neal Thompson to apply the \$2,000 from the proposed cafeteria style benefit plan to employee salaries, net of withholdings. Mr. Siquah seconded.** Mr. Baldwin addressed the Board stating that the \$2,000 salary benefit was pretax and an employee would get the whole amount, but as a salary raise the employee does not get the whole benefit because of withholdings. Extensive discussion regarding salaries clarified the Board's intent to apply the budget allocated for the \$2,000 cafeteria style benefit to a general wage increase for all employees. **Passed unanimously.**

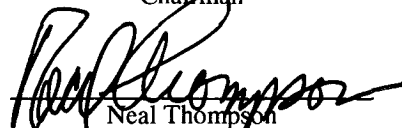
Announcement of next meeting: Regular May 15 Board meeting, 10:00 a.m.

The meeting adjourned at 12:53 p.m. upon a motion by Mr. Thompson and a second by Mr. Jeffers, and a unanimous vote.

Respectfully submitted,


Lisa Jayne
Recording Secretary to the Board


Daniel Peaches
Chairman


Neal Thompson
Secretary to the Board

