

Navajo County Community College District Special Board Meeting Minutes

May 21, 2013 – 10:00 a.m.

Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Ginny Handorf, Mr. Daniel Peaches, Mr. James Matteson, Mr. Prescott Winslow, Mr. Frank Lucero

Staff Present: President Jeanne Swarhout; Vice President Blaine Hatch; Vice President Mark Vest; Information Services Director Eric Bishop; Institutional Effectiveness Director Dr. Leslie Wasson; Recording Secretary to the Board Lisa Jayne.

Others Present: Everett Robinson, Margaret White, Bryan Baker, Kenny Keith, Sharon Hokanson, Melissa Luatua, Maderia Ellison, Ann Hess, Pat Paxton, Peggy Belknap, Tamara Martin, Matt Weber, Beulah Bob-Pennypacker, Dave Roberts.

Agenda Item 1: Call to Order

Chair Handorf called the meeting to order at 10:21 a.m.

Agenda Item 2: Request to Approve 2013-2014 Proposed Tax Levy – Vice President Hatch

Vice President Hatch stated staff recommends that the proposed 2013-2014 tax levy be approved. This is the primary property tax and it is proposed to be levied at \$13,341,335. This is the Truth in Taxation Rate of \$1.4769 per \$100 of valuation. Currently in 2012-2013, the College is levying \$1.35, which \$.25 below the average of \$1.62.

Mr. Matteson moved to approve the proposed tax levy rate at \$1.4769 and to forward to the Board of Supervisors. Seconded by Mr. Peaches. *The vote was unanimous in the affirmative.*

Agenda Item 3: Request to Approve 2013-2014 Proposed Budget – Vice President Hatch

Vice President Hatch stated that the preliminary budget as approved and discussed in the public hearing has been published and noticed. The budget is closely aligned with the College's strategic plan and expect that the strategic plan will drive the budget process. This budget reflects all components previously discussed with the Board, including the property tax levy the Board just approved. Vice President Hatch recognized extensive involvement at the departmental and executive level to produce the budget, and in particular Maderia Ellison, Director for Financial Services, and her staff were instrumental in its compilation. It is anticipated that the expenditure limit will be breached in 2014. However, there is sufficient carry forward funds to address that on a short-term basis, and are continuing toward addressing the expenditure limit as an item of concern; for the 2013-2014 budget it will not impact the College's ability to move forward.

Mr. Matteson asked if the budget presented included the capital improvement plan. Vice President Hatch stated the 2013-2014 includes the first year of the 3-year-capital plan, so it is in



both documents and is integrated into the budget, but the following two years are not in the budget. The next item on the agenda is to approve the 3-year-plan, however, the budget only has the first year of the plan in it. Mr. Lucero stated this would allow for the capital budget to be drastically changed should something unforeseen happens. Vice President Hatch stated that the College is always in a position to reduce expenditures.

Mr. Matteson moved to adopt the proposed 2013-2014 budget as presented. Mr. Lucero seconded. *The vote was unanimous in the affirmative.*

Agenda Item 4: Request to Adopt 2013-2016 Proposed Capital Budget – Vice President Hatch

Vice President Hatch stated staff is recommending approval of a proposed 3-year-capital budget, incorporating the upcoming year, plus two additional years. Again, this is closely aligned with the 3-year strategic plan. Funding has been identified as a combination of current fund balances as well as ongoing General Fund operational revenues. Fund balance in the current and upcoming year is a large portion of the planned activities but anticipate ongoing transfers from the General Fund to fund this and do not anticipate funding from the State.

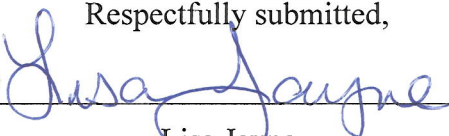
Mr. Matteson asked if the appropriations for leveling and repaving the driving track at NATC facility would include appropriate studies and plans as part of the project. Vice President Hatch stated that many of the capital projects will include additional study, plan and design, and will be brought to the Board at various stages as it moves along the development process.

Mr. Matteson moved adoption of the 2013-2016 proposed capital budget as presented. Mr. Lucero seconded. *The vote was unanimous in the affirmative.*

Agenda Item 5: Adjournment

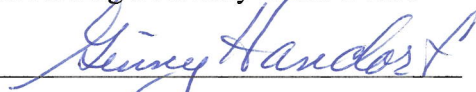
The meeting was adjourned at 10:32a.m. upon a motion by Mr. Lucero, a second by Mr. Winslow, and a unanimous affirmative vote.

Respectfully submitted,



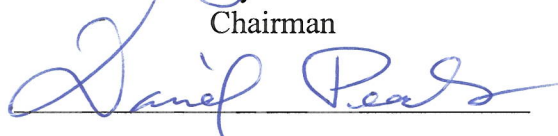
Lisa Jayne

Recording Secretary to the Board



Ginny Handorf

Chairman



Daniel Peaches

Board Secretary

