

**North Central State College
Board of Trustees' Regular Meeting
August 22, 2018**

I. CALL TO ORDER

The Chair, Ms. Elisabeth Morando called the meeting to order at 5:32 p.m. in the Gorman Room (165) of the Fallerius Technical Education Center. At that time, she asked all to rise and join her in reciting the pledge of allegiance followed by her reading of the Global ENDS Policy for North Central State College.

II. ROLL CALL

The Secretary, Mr. Stephen Williams called the roll.

Present:

Mr. Mark Masters
Dr. Dwight McElfresh
Mr. Roger Miller
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Shelly Niese
Ms. Linda Nelson
Mr. Matthew Smith
Mr. Steven Stone

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Dr. Koffi Akakpo, CFO, Dr. Karen Reed, CAO; Ms. Chris Copper, Executive Director of the College Foundation; and Ms. Pam Siegenthaler representing The Ohio State University Mansfield Advisory Board.

IV. FOCUS OF THE MEETING – Ms. Elisabeth Morando

Ms. Elisabeth Morando explained that the focus of tonight's meeting will include the required approvals agenda, the Treasurer's Reports for June and July and a consideration of approval of the Purchasing/Contracting Policy. The Board will also conduct Board work by hearing information on the monitoring reports and make appointments to the Nominating Committee as we approach the end of the terms for three of our Trustees and look to nominating a new slate of officers for the coming year.

V. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Chair, Ms. Elisabeth Morando introduced Ms. Pam Siegenthaler of the OSU-M Advisory Board and gave her the floor for some remarks. Highlights from Ms. Siegenthaler's update included the following:

- Dr. Norman Jones has been officially appointed to the position of Dean/Director for The Ohio State University at Mansfield following a nationwide search. He was awarded a multi-year contract and a community reception was held in his honor to celebrate his appointment and introduction to the community as such.
- The first week of classes is underway as student return for the fall term.
- Dr. Norman Jones delivered a "State of the Campus" address.
- The fall convocation was conducted to prepare faculty and staff for the semester.
- Every new incoming freshman was given an Apple iPad as part of a pilot grant.
- Today the Community Fair took place with 93 participating in activities.
- Dawn Kitchen was appointed Interim, Associate Dean. Search to begin soon.
- Donna Hight has been named as the Assistant Dean for Student Services
- Nick Gesaurus has joined the OSU-M Advisory Board to replace Mr. Mark Brunn.
- The New Entrance is moving along and should be done soon. Reports are that the new entrance will be delayed in getting a new stop light until November due to a lack of companies at the national level building them.

VI. PRESIDENT'S REPORT – *Dr. Dorey Diab*

A. Phi Theta Kappa (PTK) and Sigma Alpha Pi (SAP) Updates

Dr. Dorey Diab reported that the students for PTK and SAP were unable to attend tonight's meeting but provided Dr. Diab with their reports that he will present on their behalf. The Phi Theta Kappa and Sigma Alpha Pi updates are as follows:

NSLS (National Society for Leadership and Success) (Sigma Alpha Pi)

Pam Schopieray and Barb Keener have scheduled events for fall. We will offer our new and current members two orientations, two leadership trainings, six speaker broadcasts and goal setting sessions. We have two students who will be joining our officer team.

We have achieved the Founders List award as we earned 9 of 10 pillars last year, putting us at the top 10% of all chapters nationwide. We are on schedule to earn at least 9, possibly all ten pillars this year.

We are working on planning various service projects.

We are sending out 2000 invites the first day of class. 1,750 are to NC State students.

We will be participating in the college fair next week.

Would you like us to present PowerPoint of service projects from last year at the next meeting?

We had 223 new members last year.

PTK

Pat Herb and Barb attended the Honors Institute at Villanova University in June. We are now both certified to teach the Leadership program through Phi Theta Kappa for credit.

I have two new officers for fall semester.

We will be sending out 800 invitations next week.

We did the breakfast for the adjunct training Saturday.

We will be participating in the college fair next week.

We have chosen diversity and social justice for our honors topic. We will be holding a culture fair November 2.

B. North Central State College Foundation Development and Update

Dr. Dorey Diab introduced Ms. Chris Copper to present the College Foundation Update. Ms. Copper reported:

- The FY18 year closed out with \$518,000 total brought in by the Foundation.
- The FY19 Emerald Club is at \$192,000 of a \$250,000 goal.
- The first of three experiential fundraising events are planned by Foundation Board members. Our first ever Phoenix fundraiser is from 5 to 7 pm on Sept 13th. This event will be hosted by Glenn McClelland and Westfield Bank. Attendees will receive a tour of the Phoenix Brewery and learn about the engineering of brewing beer. Here is an overview of the three events and why our Board members are doing these fundraisers:

IPA

Igniting Passion in Action

Plan Mission: Provide three experiential learning opportunities to build knowledge and exemplify the college values by involving students in direct experience, community engagement, and guided fun training. The gifts donated will support a new scholarship.

Goals:

1. Build a scholarship for students in the engineering programs.
2. Provide opportunities to engage the Board, local businesses, and community in learning through NCSC students.
3. Set the pace for the next 50 years of the college with a Foundation Board supported scholarship.
4. Inspire and connect students to professional community resources, contacts and relationships.
5. Build opportunities for enhanced learning through direct experience.
6. Have fun while learning!

Calendar of Events and Sponsors

1. September 13, 2018-The Phoenix Brewing Company – Sponsor, Westfield Bank
 2. March 7, 2019-at the Ren – Sponsor, Mechanics Bank and The Ren
 3. May 2019 – Sponsor, Richland Bank
- All College Board of Trustee members are invited to the Business After Hours on September 20th from 5 to 7 pm. The rededication of “Kee Hall” to the “Byron Kee Center for Student Success” is planned for 4 pm that day.
 - Keith is handling re-dedication ceremony and invitations
 - Hiring Process for Mary Rodriguez’s replacement due to her retirement
 - Position is being re-posted
 - Crawford County
 - The PN program began on Monday August 20th with 9 students and has been very well received.
 - Bucyrus Bratwurst Festival -There was great participation and community exposure to North Central State College through our participation in the Bucyrus Bratwurst Festival Parade. Participation by the College in this community activity was well received and the community was happy to see us engaged. All who participated appeared to have a good time.
 - President Dorey Diab pointed out that with the departure of Trustee, Janet Pry, who also served as a Board representative to the College Foundation Board, that there was a Board vacancy on the Foundation Board yet to be filled.

C. Monitoring Report(s) (Ends/Executive Limitations)

As part of his monthly monitoring report, Dr. Dorey Diab reported that he will be presenting on first component of Global Ends Policy 1.00.

Ends Policy Statement: “North Central State College exists for the citizens of its service region...”

The CEO's interpretation: This statement conveys "Access" to the College and its programs and is therefore tied to enrollment, and therefore to full time equivalent (FTE) enrollment as the majority of our students are part-time. Enrollment can also be broken down into traditional (under the age of 25) and non-traditional students (over the age of 25). The College goals were to achieve an annual FTE increase of 1% for traditional age students, and 0.5% increase for non-traditional age.

Data: A Data comparison of overall FTE from fall 2015 to fall 2016 to fall 2017 shows that we have experienced an overall FTE increase of 2% from fall 2016 to fall 2017 while similar size OACC peer Colleges have experienced a 7% decline since fall 2015 and a 5% decline from fall 2016 to fall 2017.

When we break these numbers down into the two categories of Traditional and Non-traditional students, our peers grew CCP enrollment by 13% from the previous year while our CCP enrollment likewise grew at 6% from the prior year. In regards to Non-traditional enrollment, our peers lost 10% of post HS FTE in one year while our post high school declined by only 1%.

Compliance/Non-compliance Statement:

With a target enrollment increase of 1% for traditional students and our realized enrollment increase (in FTE) of 6% for fall 2017, the goal has been achieved and exceeded.

With a target enrollment increase of .5% for non-traditional students and our realized enrollment decrease (in FTE) of 1% for fall 2017, the goal has not been achieved. Yet, considering the current state of our improved economy that attracts more adult to work, and taking into account that peer colleges were experiencing an average decrease of 10%, I submit that our college has done well under challenging circumstances. Furthermore, we will continue to strengthen our recruiting efforts of non-traditional students to achieve our goal.

Current Enrollment Trends for Compliance in 2018-2019: While enrollment for fall 2018 is still fluid with not all CCP enrollments not being accounted for, current student headcount sits at 2,887 (96% of target) and credit hours sits at 24,772 (91%) but on target. These enrollment (Access) numbers at this stage of the academic year are good and stable considering the overall environment.

D. President's Update/Other

Dr. Dorey Diab reported that this is a historic time for the College and recapped other major milestones:

- In 2008, Technical Colleges in Ohio became "Comprehensive Community Colleges through the offering of the Associate in Arts (AA) & Associate in Science (AS) degrees;

- Ten years later, this fall of 2018, we have been approved to offer an applied baccalaureate degree, and we will begin offering the Bachelor of Applied Science in Mechanical Engineering Technology in fall 2019.

Taking our current state Open Education Resources (OER) grant to the next level, we have been encouraged to apply for a national OER grant. The Grant will be offered to no more than three recipients from across the country.

We are also partnering with Lorain County Community College, who is leading the project in collaboration with the Ohio Manufacturing Association, on another U.S. Department of Labor apprenticeship grant.

The exchange of Chinese faculty personnel has taken place in August on a program that will continue through the 2019-2020 academic year.

VII. REQUIRED APPROVALS AGENDA

CONSENT AGENDA

The Chair presented the Consent Agenda and called for any items that needed removed for further discussion. Ms. Linda Nelson called for items A and B to be removed from the consent agenda and positioned for immediate discussion. On a motion by Dr. Dwight McElfresh and seconded by Pamela Mowry and passing unanimously, the following items were approved:

C. Consideration of Approval of Status Change – R-2018-28

CONSIDERATION OF APPROVAL OF STATUS CHANGES

R-2018-28

STATUS CHANGE

BE IT RESOLVED: by the Board of Trustees that the following staff member is hereby awarded the following status change:

BEGINNING August 13, 2018

Son Wynn, Lead Tutor

SALARY: \$15.00/hr to \$16.00/hr

- *Increase due to position change from tutor to lead tutor.*

D. Consideration of Approval of Employment of College Personnel – R-2018-29

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2018-29

NEW HIRES

BE IT RESOLVED: *by the Board of Trustees that the following staff members are hereby employed at the salary and dates stipulated below:*

BEGINNING AUGUST 6, 2018

Jeffrey Kilgore, Child Development Center, Administrative Assistant (part-time)

SALARY: \$12.25/hr

- *Jeffrey Kilgore was hired as Administrative Assistant at the Child Development Center to replace Lindsey Saltz.*

BEGINNING SEPTEMBER 4, 2018

Montana McFarland, Recruiter

Bachelor of Science, Wilmington College

SALARY: \$30,970

- *Montana McFarland was hired as Recruiter to replace Paula Waldruff.*

E. Consideration of Approval of Professional Growth Recognition

**CONSIDERATION OF APPROVAL OF
COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION**

R-2018-30

WHEREAS: *Sam Renfro* has supplied documentation that he has completed a professional certification, Grant Professional Certification from Grant Professionals Certification Institute.

THEREFORE, BE IT RESOLVED: *by the Board of Trustees that \$600.00 is added to base salary of \$62,742 to \$63,343.00 effective July 1, 2018 in recognition of completion of Grant Professional Certification from Grant Professionals Certification Institute in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

IMMEDIATE DISCUSSION (Items removed from the Consent Agenda for discussion)

Trustee, Ms. Linda Nelson explained that she recalled a concern raised by Trustee Matt Smith regarding the lack of attention to the “sustainability” element in the board’s governance discussion since he originally brought the subject to the board’s attention several years ago. While this discussion led to the inclusion of a “Summary of Actionable Items” item to the agenda, there was no mention of this discussion nor the next steps to be taken on the matter mentioned in the minutes. Further, she was not sure where in either the regular meeting or the annual planning retreat this discussion occurred

and therefore called for further discussion on how this discussion should be accurately reflected in the appropriate set of minutes. Following discussion, the Board identified that the discussion took place as part of the annual planning retreat and how the discussion should be recorded in the minutes in order to accurately capture the discussion as well as the next steps to be accomplished on this issue. Additionally, Mr. Steven Stone pointed out an inaccuracy in his report on Owner's Connection for correction in the minutes of the July 11, 2018 Regular meeting.

A. Approval of Minutes for July 11, 2018 "Regular Meeting"

ACTION TAKEN: Mr. Steven Stone moved for approval of the Minutes for July 11, 2018 "Regular Meeting" as amended. Mr. Roger Miller seconded the motion and the motion carried unanimously.

B. Approval of Minutes for July 11, 2018 "Annual Planning Retreat"

ACTION TAKEN: Ms. Pamela Mowry moved for approval of the Minutes for July 11, 2018 "Annual Planning Retreat" as amended. Mr. Roger Miller seconded the motion and the motion carried unanimously.

REGULAR AGENDA

**A. Consideration of Approval to Amend Purchasing and Contracting Procedure
- R-2018-31 – Dr. Dorey Diab/Dr. Koffi Akakpo**

**CONSIDERATION OF APPROVAL OF DIRECT PURCHASING
& COMPETITIVE SELECTION PROCEDURES**

R-2018-31

WHEREAS: *The objectives of the competitive selection procedures under the purchasing and contracting policy are to maintain fairness towards the business community and vendors that provide materials and service needs to the College and,*

WHEREAS: *North Central State College is committed to ensuring that contracts awarded for the performance of services of \$5,000 or more document the services to be performed with sufficient detail as to protect the institution's investment in such services and,*

WHEREAS: *the standard procedures for the awarding of such a service contract includes the issuance of a purchase order, this document does not typically include sufficient detail as to capture all the required elements of the services included in the vendor's proposal/quote and,*

WHEREAS: *under the advisement of the College's legal counsel, all contracts awarded for services of \$5000 or more shall include the execution of a personal service contract prior to the issuance of a purchase order for services to commence (see (B)(1)(c)(ii)).*

NOW, THEREFORE BE IT RESOLVED: that the Board of Trustees hereby approves the adoption and implementation of the requirement for a personal services contract as amended in procedures 17-301 Direct Purchasing & Competitive Selection Procedures.

Dr. Dorey Diab introduced the resolution and called on Dr. Koffi Akakpo to provide further detail on the necessity of this action. Following Dr. Akakpo's explanation, Ms. Linda Nelson pointed out that she found the direction under paragraph (B)(1)(a) regarding the acquisition of two verbal quotes to lack further guidance on the utilization and handling of those quotes and recommended the addition of some further detail to make the action a bit more clear to the reader of this procedure.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2018-31 Consideration of Approval to Amend Purchasing and Contracting Procedure. Mr. Mark Masters seconded the motion and the motion carried unanimously.

B. Treasurer's Report for June 30, 2018 – Dr. Koffi Akakpo

Dr. Koffi Akakpo presented the Treasurer's Report for the period ending June 30, 2018. He stated that revenues for the month totaled \$815,671 Expenditures were \$2,075,613 leaving a deficit of \$1,259,942. Year-to-date revenues totaled \$19,202,651. Year-to-date expenditures totaled \$16,510,045 leaving an excess of \$2,692,606. The Star Ohio month-end balance for June 2018 is \$5,081,310. Dr. Akakpo described the trends featured by the Tracking of Monthly Cash Flow and the dashboard indicator. He explained that while this report is submitted through the end of June 2018, there is still some minor transactions that will be taking place before the 2017-2018 fiscal year is officially closed out. They will not have final numbers until final audit is complete.

ACTION TAKEN: Ms. Linda Nelson moved for approval of the Treasurer's Report for the period ending June 30, 2018. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

C. Treasurer's Report for July 31, 2018 – Dr. Koffi Akakpo

Dr. Koffi Akakpo presented the Treasurer's Report for the period ending July 31, 2018. He stated that revenues for the month totaled \$5,957,826, while expenditures were \$996,222, leaving an excess of \$4,961,604. Year-to-date revenues totaled \$5,957,826. Year-to-date expenditures totaled \$996,222 leaving an excess of \$4,961,604. The Star Ohio month-end balance for July 2018 is \$5,098,424. Dr. Akakpo described the trends featured by the Tracking of Monthly Cash Flow and the dashboard indicator. Dr. Akakpo had no further comments regarding the submission of this report.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the Treasurer’s Report for the period ending July 31, 2018. Mr. Roger Miller seconded the motion and the motion carried unanimously.

VIII. POLICY GOVERNANCE

A. Nominating Committee Appointments

Board Chair, Ms. Elisabeth Morando announced that terms of Dr. Dwight McElfresh, Mr. Roger Miller and Mr. Mark Masters are due to expire on January 16, 2019. Since all three were members of last year’s nominating committee and are now up for reappointment in 2019, it is necessary to appoint a new committee to carry out the task of formulating a recommendation for reappointments and electing a new slate of officers. Ms. Morando appointed Ms. Linda Nelson to serve as Chair of this year’s Nominating Committee. Ms. Morando further appointed Mr. Matthew Smith and Ms. Shelly Niese to join Ms. Nelson on the committee. All appointees accepted their appointment. Ms. Elisabeth Morando called for the Board Secretary to send each of the new members of the nominating committee a copy of the committee’s charge.

B. Discussion of Agenda Planning (IAW 02.72) – Ms. Elisabeth Morando

1. Review of Actionable Items from previous meetings

Ms. Elisabeth Morando introduced the topic of Sustainability and called upon Trustee Smith to begin the discussion. Mr. Smith presented a sample policy on Sustainability he acquired from another community college that may help the board in this discussion by providing a glimpse into the content and scope of the subject and its importance to planning for the future of the institution. Ms. Morando called for the Board Secretary to send a copy of the policy to the other Trustees following today’s meeting. Mr. Smith explained that he had sent a recommendation to OACC for sharing with other colleges for consideration. He explained that a good starting point would be to look at our own existing Policy Governance policies to ascertain “What have we already said on this topic.” By looking at a detailed policy on Sustainability, we can begin the discussion on how we can include some of these concepts into our policies and at what level. Mr. Smith pointed out that the topic of Sustainability has become such an important issue in planning for the future that even the Boy Scouts have now come out with a “Sustainability” Merit Badge. Ms. Morando asked Mr. Smith if he could deliver a more detailed presentation at the next meeting that begins with a review of our own policies and key aspects that might fit favorably into our college. Mr. Smith agreed to the presentation and pointed out that it will be important for Trustees to have the benefit of the sample policy to help them with key concepts in Sustainability for his presentation. Ms. Morando called for any further discussion on the matter of Sustainability. Mr. Masters asked how much could this venture cost? Mr. Smith responded that the sample community college discussed the possibility of a student activity fee or other fundraisers

targeted specifically for sustainability. President Dorey Diab added that in the past the institution has taken out a loan to enhance energy efficiency at Kehoe and the cost savings paid for the expense. Mr. Masters pointed out that the new equipment in that case wasn't based on sustainability rather it was based on necessity. When his company considered renovating a building with green architecture, there was a huge financial commitment equal to about the third of the total cost. Ms. Nelson added that we need to get a better understanding of this topic before we decide to do anything. Mr. Masters agreed and stated that we need further clarification on the scope of the undertaking this might mean for the College. Ms. Mowry added that we should find another community college that has taken on sustainability to use a benchmark to base our expectations. Mr. Smith stated that we should start with our Global Ends statement and see what details make sense for NC State. Preparing for modernization of the power grid and electric car charging stations may lead to our theme as a "Green Campus". Dr. McElfresh added that through all of these considerations, we need to be conscious of the cost of service to our students.

2. Annual Agenda Planning Calendar

a. Ms. Elisabeth Morando called for any discussion on the proposed meeting dates for 2019. President Dorey Diab explained that March 27, 2019 presented a conflict for him and requested consideration in moving the March 2019 meeting date to the Wednesday prior or the Wednesday after. Following some discussion, the consensus of the Board was to move the March 27, 2019 meeting date to the prior Wednesday, March 20, 2019.

b. President Dorey Diab reported that he had done some follow-up on a "Link-n-Learn" opportunity Ms. Morando had with Mr. Steve Cummins regarding a Board visit to Mansfield Engineered Components. He is also working to set-up a Link-n-Learn opportunity to a local company in Information Technology. He will continue these pursuits as the Board directs. Following discussion, Ms. Morando asked President Diab (on behalf of the Board) to follow-up with Mr. Cummins of Mansfield Engineered Components to explore the potential of holding the October 2019 Regular meeting at his company that the Board may tour the facilities and learn more about the educational/training needs of employees in his industry. She also asked him to continue his pursuit for a company in Information Technology. Mr. Mark Masters added that President Diab may consider looking into local companies that are hiring interns.

c. President Dorey Diab reminded the Board of the 4th Trustee vacancy on the Foundation Board that was created with the departure of Ms. Janet Pry. Ms. Elisabeth Morando called for Trustees, interested in filling this position. Mr. Roger Miller stated that if it pleases the board to consider him for filling this position on the College Foundation Board, he would accept the nomination.

ACTION TAKEN: Ms. Pamela Mowry moved for approval to nominate Mr. Roger Miller to serve as a Board of Trustees representative to the North Central State College Foundation Board. Ms. Linda Nelson seconded the motion and the motion carried

unanimously. President Dorey Diab is to forward Mr. Miller's name to the Foundation Board for consideration of approval at their next quarterly meeting on August 30, 2018

3. Reflections on the Monthly Self-Assessment Survey

Ms. Elisabeth Morando pointed out that it will be the standing discussion point on the agenda to review the input submitted from the Monthly On-line Self-Assessment Tool. It will be important to this discussion that all Trustees present at a meeting submit to this instrument when it hits their email inbox. If any Trustee does not receive the email invitation following the regular Board meeting, they should contact Mr. Steve Williams right away.

4. Owner's Connections

Ms. Elisabeth Morando called for **Owner Connections** with recent activities to share.

Mr. Steve Stone shared that he serves in the Ashland Rotary Club with Dr. Koffi Akakpo and they had Dr. Greg Timberlake, Dean of Business, Industry, and Technology, recently attend their meeting to raise awareness and talk about College Credit Plus (CCP).

Ms. Pamela Mowry shared her account of the recent Military Appreciation event held in Ashland at the Ashland Airport. While there was not a College information booth this year, the event was well attended by a younger crowd due in part to the more modern musical acts selected to perform at this year's event.

Ms. Linda Nelson shared a recent community activity/pie auction to raise funds for Colonel Crawford HS sports equipment. She noted that one particular pie went for \$3,000.

C. Board Policy Governance Training (IAW 02.70) – Ms. Elisabeth Morando

1. Policy Governance Rehearsal Scenarios –PolGov training includes a guided discussion/rehearsal of potential scenarios that trustees might expect to encounter in order to further enrich the board's understanding of the principles of the Carver Policy Governance Model and to take their confidence in application to the next level. Mr. Roger Miller led the case study of rehearsal scenario 5.8 that asks "*Who's Responsible for New Board Member Orientation?*" *In the scenario, The Board finds that new board members are unaware of the Policy Governance model and the policies of the board. What should the board do?*"
2. Policy Governance Policy Review – training also includes a continuing review, refresher, and reassessment of current Policy Governance policies. The guided discussion and review of policy governance policies 3.3, and 3.4 was led by Dr. Dwight McElfresh.

IX. BOARD CHAIRPERSON REPORT- Ms. Elisabeth Morando

A. ACCT Leadership Congress

Ms. Elisabeth Morando reminded Trustees of “Spirit Day” at the ACCT Leadership Congress to ensure that all those attending were prepared to show their “NCSC Pride”

Ms. Morando further reported that the Board had submitted nominations of Ms. Sara Rollo for the ACCT Faculty Award and Mr. Steve Williams for the ACCT Professional Board Staff Award. Although both nominations were worthy of selection, neither were selected this year. While competition at this level is extremely keen, neither should be discouraged as we will try again next year.

B. Upcoming Events

- Ms. Elisabeth Morando called Trustees’ attention to the upcoming events that include:
- Kee Hall Rededication Ceremony and NCSC Business After Hours (September 20th)
 - Foundation Fall 2018 Scholarship Luncheon (October 18th)
 - ODHE Trustees Conference (November 15th)
 - Foundation Phoenix Brewery Fundraising event (September 13th)

C. Annual Ethics Training (September 26th meeting beginning at 4:30pm)

Ms. Elisabeth Morando reminded Trustees of the annual ethics training that will be conducted by our legal counsel at the September meeting. Trustees should plan to arrive so that we may begin promptly at 4:30pm.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 7:38 p.m. Ms. Linda Nelson made a motion and it was seconded by Mr. Steven Stone to adjourn to Executive Session to discuss personnel matters regarding the contract and compensation of a public employee. Ms. Morando announced that she did not expect any further business following the executive session. A roll call vote on the motion was approved unanimously by all members present.

Mr. Mark Masters – had to leave before executive session
Dr. Dwight McElfresh – “yes”
Mr. Roger Miller – “yes”
Mrs. Elisabeth Morando – “yes”
Mrs. Pamela Mowry – “yes”
Mrs. Linda Nelson – “yes”
Ms. Shelly Niese – “yes”
Mr. Matt Smith – “yes”

Mr. Steve Stone – “yes”

At 8:39 p.m., the Chair, Ms. Elisabeth Morando declared the Executive Session concluded and the Regular Session resumed.

REGULAR SESSION RESUMED

XI. SUMMARY OF ACTIONABLE ITEMS – Ms. Elisabeth Morando

Ms. Elisabeth Morando called for a summary of actionable items to carry forward

1. Presentation and continued discussion on Sustainability (September 26th /Matt Smith)
2. Sustainability Sample Policy to all Trustees (Immediately/Steve Williams)
3. PolGov Training Responsibilities for Morando/Stone (Immediate/Steve Williams)
4. Link-n-Learn schedule at Mansfield Engineered Comp. (September 26th/Dorey Diab)
5. Nominating Committee Charge to new members (Immediate/Steve Williams)
6. Miller nomination to Foundation Board for consideration (Immediate/Dorey Diab)

XII. MEETING EVALUATION – Ms. Elisabeth Morando

Ms. Elisabeth Morando called for discussion of today’s meeting. Trustees noted that it was good working with the full board. New items led to some good discussion on Board work.

XIII. TIME AND PLACE OF NEXT MEETING

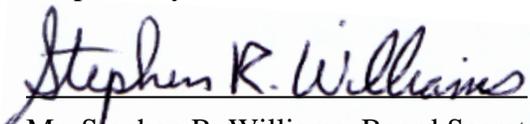
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, September 26, 2018 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

XIV. ADJOURNMENT

The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Elisabeth Morando declared the meeting adjourned at 8:47 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Board Chair