

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., Tuesday, January 8, 2019 – Dankert Board Room**

STAFF ATTENDANCE

Stacy Cofer	Bill Rinkenbaugh
Lora Jarvis	Kim Sherwood
Kim Krull	Shelley Stultz
Esam Mohammad	Kent Williams
Jessica Ohman	Lori Winningham
Ireland Turner	Lynn Umholtz
Beth Eagleton	

BOARD ATTENDANCE

Ken Bohon
JoAnn Craven
Eileen Dreiling
Ron Engelbrecht
Jim Howell
Greg Joyce
Lance Lechtenberg

GUESTS

Ray Connell, Legal Counsel
Vince Haines, Gravity::Works
Josh Vogel, Simpson Construction

CALL TO ORDER

Chair Dreiling called the regular monthly meeting of the Board of Trustees to order at 4:30 p.m.

EXECUTIVE SESSION

Trustee Engelbrecht moved that the Board recess into executive session for legal consultation for a length of 60 minutes to include the Board, Dr. Kim Krull, Ray Connell (legal counsel), Vince Haines (Gravity::Works) and Kent Williams. Trustee Joyce seconded. The motion passed unanimously.

The Board entered executive session at 4:30 p.m.

The Board returned to open session at 5:31 p.m.

Trustee Joyce moved to re-enter executive session with legal counsel for no more than 15 additional minutes. Trustee Lechtenberg seconded. The motion passed unanimously.

The Board re-entered executive session at 5:35 p.m.

The Board returned to open session at 5:45 p.m.

ELECTION OF BOARD OFFICERS AND APPOINTMENTS FOR 2019

Trustee Engelbrecht nominated Trustee Joyce as Board Chair for 2019. Trustee Lechtenberg seconded. There were no other nominations. The motion passed unanimously. Eileen Dreiling passed the gavel to Chair Joyce who then presided over the remainder of the meeting.

Trustee Bohon nominated Trustee Lechtenberg as Vice Chair for 2019. Trustee Dreiling seconded. There were no other nominations. The motion passed unanimously.

Trustee Dreiling nominated Trustee Howell as Secretary/Treasurer for 2019. Trustee Lechtenberg seconded. There were no other nominations. The motion passed unanimously.

Chair Joyce appointed Trustee Engelbrecht to serve as the KACCT Delegate and Trustee Bohon will serve as the alternate delegate.

Chair Joyce appointed Trustees Lechtenberg and Engelbrecht as designees to the Board Finance Committee.

Chair Joyce appointed Trustee Dreiling as the Foundation Board Liaison.

Chair Joyce appointed himself and Trustee Howell as Board Representatives to the Educational Facilities Authority of Butler County. Trustee Lechtenberg will serve as the alternate.

Trustees Bohon and Engelbrecht will represent the Board on the Capital Projects Team.

APPROVAL OF THE AGENDA

Trustee Engelbrecht moved to approve the agenda. Trustee Craven seconded. The motion passed unanimously.

RECOGNITIONS

- Trustee Bohon, January Birthday

PUBLIC COMMENT - NONE

STANDING REPORTS

Student Government Association – NONE

Operational Staff – NONE

Professional Employees – NONE

Board Finance Committee – Trustee Engelbrecht reported that they met with a consultant from BKD and reviewed a draft copy of the 2017-18 Audit report. The Board should receive a final copy in one to two weeks in the mail. Trustee Engelbrecht also

wanted to give kudos to Kim Sherwood and Kent Williams for such a clean and successful audit report.

Foundation Board Report – NONE

President's Report – Dr. Krull reported that January 17th is a breakfast with the legislators in Topeka at 8:00 a.m. They are not doing the traditional Higher Ed Day like they have done the last few years and will be done before noon. Dr. Krull hopes to still meet with several of our representatives and senators while in town.

Dr. Krull also gave an update on the break in at the stadium and reported that charges have been filed thanks to the help of video cameras used to identify the suspects. Replacement doors are on order and will be installed as soon as they arrive. Public Safety has the stadium on a regular rotation six times in a 24-hour period. They walk the entire building and are working on a more complete inventory listing.

Commencement has been moved to Friday, May 17th this year and will take place at the stadium. Nurses pinning will remain on Thursday night and Order of the Purple will be held earlier in the afternoon on Friday. Commencement is scheduled for Friday evening and a severe weather plan is being drafted at this time.

Dr. Krull also reminded the Trustees of the Social Hour with faculty during their first day back on campus, Monday, January 14th at 5:00 p.m. in the Clifford/Stone Room. Refreshments and drinks will be served and it's a great chance to welcome back the faculty and visit with them.

Education Facilities Authority Report – NONE

MONITOTRING REPORTS – NONE

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITES – NONE

BOARD ACTION ITEMS

Approval of Andover 5000 Building Project Bid – Kent Williams presented the Board with a bid for a pre-engineered metal building that will house Facilities Management and Manufacturing Technology at the 5000 Building location in Andover. Trustee Engelbrecht moved that the Board approve the bid package #2 for the metal building at BOA 5000 location in the amount of \$386,708. Trustee Dreiling seconded. The motion passed unanimously.

Approval of Open Records Policy – Kent Williams also presented the Board with an updated Open Records Policy which had not been updated in approximately ten years. The policy was adapted from a colleague institution and reviewed by Butler's legal counsel. This policy provides greater detail and clarity than the previous policy.

Proposed Policy:

IDENTIFICATION AND ACCESS TO PUBLIC RECORDS

The Kansas Open Records Act grants you (the public) the right to inspect and obtain copies of public records created or maintained by public agencies in Kansas. The Kansas Open Records Act (KORA), K.S.A. 45-215 et seq., as amended, declares that it is the public policy of Kansas that "public records shall be open for inspection by any person." Public records are defined as "any recorded information, regardless of form or characteristics, which is made, maintained or kept by or is in the possession of any public agency. Butler Community College is classified as a public agency for the purposes of this Act.

1. Public records maintained by Butler Community College

- Regulations
- Policies
- Minutes/records of open meetings
- Salaries of public officials
- Agency budget documents

2. Your rights

You have the right to request assistance from the Butler Community College's Custodian of Records/Freedom of Information Officer at any time.

You have the right:

- To inspect and obtain copies of public records which are not exempted from disclosure by a specific law.
- To obtain a copy of the agency's policies and procedures for access to records.
- To receive a written response to your request within three business days. The response may inform you that it will take additional time to produce the records.
- To file a complaint with the Kansas Attorney General if you feel your request for public records is wrongfully denied.

3. Your responsibilities

You must request records - written, photographic, or computerized. The Kansas Open Records Act does not require an agency to answer questions, prepare reports, or compile information.

An agency may require you to put your request in writing, and you must provide proof of your identity, if requested.

Reasonable fees, not exceeding actual cost, may be charged for access to records, copies of records, and staff time for processing your request.

4. Requesting a record

Butler Community College's Vice President of Finance is the designated official Custodian of Records/Freedom of Information Officer. Requests for inspection and copies of records should be directed to him/her.

Butler Community College asks that you submit a written request to obtain public records. Please include the following information in your request:

- Name
- Organization (if requesting on its behalf)
- Mailing address
- Email address
- Daytime telephone number
- A specific description of the records you are requesting. Make your request as specific as possible to expedite the process.

Mail or email your request(s) to:

Vice President of Finance/Freedom of Information Officer, Butler Community College, 901 S. Haverhill Rd, El Dorado, KS 67042, openrecords@butlercc.edu

Regular office hours on all business days are from 8:00 am to 5:00 pm. Records may be inspected during those hours. The College is closed on Saturdays, Sundays and official holidays and seasonal breaks.

5. Delayed and declined requests

All effort will be made to fully respond to your records request as soon as it is received; however, a determinative response may be delayed if:

- Clarification or refined scope is required.
- Legal issues must be resolved before requested records can be produced.
- The records are archived or stored off-site.
- The scope or large volume of requested records requires more time to assess record existence, availability, and any fees incurred to produce.

If further delay is required, the College will provide its explanation and the earliest date by which it expects to provide determinative response.

A request may be declined in whole or in part if:

- The requested records do not exist.
- The requested records are exempt from disclosure by law.
- The request is insufficiently clear in scope.

Permission to access public records may also be declined if the request "places an unreasonable burden in producing public records or the custodian has reason to believe that repeated requests are intended to disrupt other essential functions of the public agency." See K.S.A. 45-218(e).

6. Exceptions

The Kansas Open Records Act recognizes that certain records contain private or privileged information, and the agency is not required to provide access to those records. KORA lists several exceptions, including but not limited to:

- Records closed by the rules of evidence
- Personnel records of public employees
- Medical treatment records
- Criminal investigation records
- Notes, preliminary drafts, or records in which opinions are expressed or actions are proposed
- Records for which disclosure would constitute a clearly unwarranted invasion of personal privacy
- Proprietary business information
- Records protected by attorney/client privilege
- For the complete list, see K.S.A. §45-221(a).

Records more than 70 years old may be disclosed without regard to the above-listed exemptions, unless exempt under other federal or state law.

Records only partially exempt will have the exempt portions excluded prior to production. Records that would unduly disclose individual identities will not be produced.

Nothing in the Kansas Open Records Act supersedes federal law, including the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). While FERPA permits disclosure of student "Directory Information" without student consent, Butler Community College's Student Records Policy does not define email addresses in bulk as Directory Information; therefore, listings of multiple student email addresses are not produced for any purpose. Butler Community College also does not produce listings of student names and addresses for commercial purposes pursuant to K.S.A. §45-230.

7. Fees

Commensurate with the actual costs in College employee time and resources, fees shall be charged for the retrieval, review, and production of public records. In accordance with K.S.A. §45-219, the following fee rates are established by the College. Payment of total estimated fees shall be required by cash, check or money order in advance of records production if the estimated fee expense exceeds \$25.

If the actual cost in time and resources exceeds the fee estimate, the requestor will be billed for the balance of fees incurred, with full payment required before records production. If the actual cost is less than the fee estimate, the requestor will be refunded any difference over \$5.00. Fees are:

- Executive employee rate based upon the employee's annual salary/hourly pay rate. (Executive employees are President and his/her direct reports)
- Manager rate for retrieval and/or review: \$50/hour (Directors/Coordinators)

- Staff rate for retrieval and/or assembly to produce: \$30/hour
- Specialized computer retrieval: \$50/hour
- Copies: 25 cents per page for paper copies; 12.5 cents per page for electronic copies
- College attorney fee: \$200/hour

8. Requests for Electronic Format Records

The records custodian will be the sole judge of the ability of the agency to comply with any request for the records to be provided in electronic format or for records that must be produced in any specific computer generated format.

9. Additional information

If you have questions about KORA or Butler Community College’s policies under it, or to obtain assistance in resolving disputes relating to KORA, contact the Records Custodian/Freedom Information Officer.

10. The Solomon Amendment

Under the provisions of the Solomon Amendment (32 C.F.R. 216), Butler Community College is required to provide “student recruitment information” upon request to representatives of the Department of Defense for military recruiting purposes. This information includes student name, address, telephone number, date of birth, level of education or degrees received, major and the most recent previous educational institution in which the student was enrolled. For questions regarding the College’s compliance with FERPA and the Solomon Amendment, contact Butler Community College. Fees as provided under KORA shall apply to these requests.

Trustee Dreiling moved to approve the proposed Identification and Access to Public Records Policy. Trustee Craven seconded. The motion passed unanimously.

Board of Trustees Annual Self-Evaluation – Dr. Krull presented the Board with the proposed self-evaluation. Trustee Dreiling said that she would like to be able to go back into the evaluation and make changes as well as save along the way. Esam Mohammad felt like these changes could be made on the evaluation tool.

Board of Trustees Evaluation – January 2019

This instrument is based upon a series of statements that have been designed to reflect the beliefs and practices associated with effective community college boards. Please place an “X” in the appropriate box which most closely represents your response to the item. Additional comments are appreciated at the end of each section.

Thank you for taking the time to complete this survey. All responses will be kept strictly confidential and reported as group data only. Please complete your evaluation by February 1, 2019

THE FOLLOWING SECTIONS ARE TO EVALUATE THE BOARD AS A WHOLE

Strongly Disagree (SD)	Disagree (D)	Do Not Know (DNK)	Agree (A)	Strongly Agree (SA)
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	SD	D	DN K	A	SA
MISSION					
The Board is committed to the Mission of Butler Community College: “Butler Community College exists to develop responsible, involved lifelong learners and to contribute to the vitality of the communities it serves”					
The Board is committed to Butler’s Timeless Institutional Values: “ <i>Quality, Integrity, Service, Caring</i> ”					
<u>Comments:</u>					
GOVERNANCE COMMITMENT					
On behalf of the constituents of Butler Community College, the Board of Trustees governs the College through the expressions of its policies.					
<u>Comments:</u>					
BOARD ORGANIZATION					
The Board:					
Integrates multiple perspectives into Board decision-making					
Encourages diversity in viewpoints					
Supports the final majority decision of the Board and speak with one voice					
Conducts meetings in an orderly, efficient manner that allows for sufficient discussion					
Recognizes the power rests with the Board, not with individual trustees					
<u>Comments:</u>					
POLCY ROLE AND DIRECTION					
The Board:					
Understands the Board’s primary function is to establish policies by which the College is administered					
Focuses on policy in Board discussions, not on administrative matters					
Openly discusses issues and seeks the views of College constituents					
Assists in establishing the vision, mission, and broad institutional goals					
Bases its decisions in terms of what’s best for students and the community					
Is proactive, visionary, and future oriented in their discussions					
Is familiar with College strategic plans					
<u>Comments:</u>					
COMMUNITY RELATIONS					
The Board:					
Knows the community and regional needs and expectations					
Effectively represents the “voice” of the community and is committed to protecting the public interest					
Maintains good relationships with community leaders					
Assists in developing educational partnerships with community agencies, businesses, and local government where appropriate					
<u>Comments:</u>					
BOARD-CEO RELATIONS					
The Board:					
Has a positive and cooperative relationship with the CEO					
Sets clear parameters and expectations for ongoing, successful CEO performance					
Maintains open communication with the CEO					
Effectively evaluates the CEO providing honest and constructive feedback					
Clearly delegates administration of the College to the CEO					
Encourages professional growth of the CEO					
<u>Comments:</u>					

	SD	D	DN K	A	SA
STANDARDS FOR COLLEGE OPERATIONS					
The Board:					
Sets broad policy standards for high quality educational and student services programs					
Adopts policies that ensure high expectations and fair treatment of students					
Has policies that require fair and equitable employment processes and that attract and retain high quality personnel					
Is involved in long-range fiscal planning					
Adopts fiscal policies that reflect college priorities and ensure prudent use of funds					
<u>Comments:</u>					
INSTITUTIONAL PERFORMANCE					
The Board:					
Regularly reviews reports on student learning outcomes					
Monitors the effectiveness of the College in fulfilling the mission and strategic plan					
Monitors the impact the College has on the community					
Monitors adherence to operational policies					
Understands the financial audit and its recommendations					
<u>Comments:</u>					
BOARD LEADERSHIP AND EDUCATION					
The Board:					
Acts under the state laws of Kansas and endorses a code of ethics and standards of practice put forth by KACCT and ACCT					
Members are prepared for Board meetings					
Is engaged in a continuous process of training and development					
Members avoid conflicts of interest					
Maintains confidentiality of privileged information					
Works together as a team to accomplish the work of the Board					
Periodically evaluates itself					
<u>Comments:</u>					
ADVOCATING FOR THE COLLEGE					
The Board:					
Promotes the College in the community					
Advocates the needs of the College with government officials and local constituents					
Actively supports the College by attending various events					
Actively supports the College's Foundation and fundraising efforts					
Plays a leadership role in the local community					
<u>Comments:</u>					

THIS SECTION IS TO EVALUATE INDIVIDUAL TRUSTEE PERFORMANCE

Strongly Disagree	Disagree	Do Not Know	Agree	Strongly Agree
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INDIVIDUAL BOARD MEMBERS					
As an individual Trustee, you:					
Model a commitment to learning and to students					

	SD	D	DN K	A	SA
Are knowledgeable about the College's history, mission, and values					
Maintain confidentiality on issues of a sensitive nature and information discussed in Executive Sessions					
Act with integrity and serve in an ethical and business-like manner					
Discuss positive College happenings in the community					
Avoid any conflict of interest with respect to your fiduciary responsibility					
Are prepared for Board meetings					
Participate in opportunities for training and development to gain knowledge about the roles and responsibilities of trusteeship and to increase the effectiveness of the Board					
Are tactful yet open with your thoughts and ideas in public sessions					
Regularly contribute to building an atmosphere of trust within the College through policy development					
Offer individual ideas and opinions to the Board for discussion prior to decisions being made, then support the consensus decision					
Relate to the needs and interests of the College employees					
Attend and support College activities					
Support Board agendas that give priority to presentations and discussion related to strategic planning, student development, and fiscal responsibility					
Support agendas that provide for open expressions of individuals and groups					
Are available to the CEO for support and feedback					
Refrain from exercising individual authority over the CEO, administration, faculty and staff					
<u>Comments:</u>					

What are the Board's greatest strengths?

What are the areas in which the Board could improve?

As an individual Trustee, I am most pleased about....

As an individual Trustee, I have concerns about.....

Based on information from:

- Butler Community College Board Policies
- ACCT Trustee Education www.trustee-education.org/leadership-assessment
- January 2018 Butler Board Evaluation Instrument developed using "Board Duties: A Checklist for Effectiveness" *Trusteeship in Community Colleges* by Cindra J. Smith
- Examples of Kansas Community College Board Evaluations obtained from KACCT

Trustee Lechtenberg moved to confirm the evaluation process and instrument and initiation of the annual performance review of the trustees. Trustee Craven seconded. The motion passed unanimously.

Approval of Implementation Strategy by HR Consultants – Shelley Stultz told the Board that the College has concluded the HR Compensation Study with Segal Waters Consulting. The summary findings were reported to the Board of Trustees on November 11, 2018. Based on the market study findings, internal equity considerations and fiscal conditions, the following implementation strategy was presented for approval.

Implementation Goals

1. Ensure all employees are paid no less than the minimum rate of their proposed pay range
2. Identify and correct pay inequity within a job group/family or department where experience or seniority are a factor in recruitment and/or retention.

Implementation Strategy and Cost

Phase 1 Implement \$11.00/hour pay scale for FT/PT Hourly employees

Target Date: February 2019

Non-Exempt Employees	Raise to New Minimum Rates
Total number of employees/positions	165
# of Employees receiving an increase	77
% of Employees receiving an Increase	47%
Average \$ Increase for employees receiving an increase	\$2,318
Average \$ Increase across all employees	\$1,081.57
Approximate Annualized Cost (Salary Only)	\$178,460

Trustee Craven moved that the Board approve the proposed implementation strategy for Phase 1 in FY2019 using the previously approved budget dollars reserved. Trustee Engelbrecht seconded. The motion passed unanimously.

CONSENT AGENDA

Trustee Craven moved to approve the consent agenda as presented. Trustee Lechtenberg seconded. The motion passed unanimously. The consent agenda included the following items:

- Approval of Minutes of the Regular Board Meeting of December 13, 2018
- Approval of Bills and Warrants for December 2018 - \$3,949,253.04 (includes Expenditure Approval List - \$1,266,357.05 and Payroll - \$2,682,895.99)
- Approval of Purchase of Rose Hill Science Lab Renovations in the amount of \$79,125.02
- Ratification of Douglass Neighborhood Revitalization Program Interlocal Agreement
- Approval of 2019 Commencement Chair Rental Contract
- Ratification of MOU with Workforce Alliance of South Central Kansas and One Stop Partners
- Ratification of Addendum to Affiliated Clinical Site Agreement with Diversicare
- Approval of Reina El Nabbout as Temporary Full Time Economics Instructor at a salary of \$20,680 plus full benefits
- Approval of Amanda Hash as Temporary Full Time English Instructor at a salary of \$21,880 plus full benefits

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Ted Essex, KPTS and The Write Family

Board Calendars

BOARD OF TRUSTEES CALENDAR OF ACTIVITIES JANUARY – FEBRUARY

January Board Finance Committee	Tuesday, January 8, 3:30 p.m. President's Conference Room	JoAnn Craven Ron Engelbrecht
January Board Meeting	Tuesday, January 8, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Augusta Chamber of Commerce Annual Dinner	Saturday, January 27, 6:30 p.m.	
February Board Finance Committee	Tuesday, February 12, 3:30 p.m. President's Conference Room	Board Finance Cmte Reps
February Board Meeting	Tuesday, February 12, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

2018-2019 Board Meeting Dates
Tuesday, January 8, 2019
Tuesday, February 12, 2019
Tuesday, March 12, 2019
Tuesday, April 9, 2019
Tuesday, May 14, 2019
Tuesday, June 11, 2019
Tuesday, July 9, 2019

<u>LOOKING AHEAD</u>		
March Board Finance Committee	Tuesday, March 12, 3:30 p.m. President's Conference Room	Board Finance Cmte Reps
March Board Meeting	Tuesday, March 12, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
April Board Finance Committee	Tuesday, April 9, 3:30 p.m. President's Conference Room	Board Finance Cmte Reps
April Board Meeting	Tuesday, April 9, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

Fall 2018 ACTIVITY CALENDAR

New Adjunct Faculty Orientation	Sat, January 12
Professional Development Days (PDD)	January 14-18
PDD Faculty Reception Sponsored by Dr. Krull Clifford/Stone Community Room	Mon, January 14 @ 5:00 p.m.
New Adjunct Faculty Orientation	Sat, January 19
Martin Luther King Day – COLLEGE CLOSED	Mon, January 21
Spring Semester Begins	Tues, January 22
E.B. White Gallery of Art Faculty Art Showing Reception	January 25-February 27 Fri, January 25 @ 6:00 p.m.
Second Saturday Training (BOA 5000)	Sat, February 9
Employee Forums	Thurs, February 14 BOA – 11:30 a.m. BOE – 2:00 p.m.
Spring Census Day (20 th Day)	Mon, February 18
President's Day (No Classes – McConnell Only)	Mon, February 18
BCC Foundation Board of Directors Meeting	Tues, February 19 @ 4:00 p.m.
Children's Theatre	February 19-27 @ 1:30 p.m. Sat, February 23 @ 2:00 p.m.
BCC Foundation Auction	Fri, March 1 @ 6:00 p.m.
E.B. White Gallery of Art Matthew Hilyard Exhibit Reception	March 6-April 7 Fri, March 8 @ 6:00 p.m.
Spring Break – NO CLASSES	March 11 – 15

Fall 2019 Enrollment Begins	Mon, March 18
Vocal Concert	Thurs, March 21 @ 7:30 p.m. Fri, March 22 @ 7:30 p.m. Sat, March 23 @ 2:00 & 7:30 p.m.
Student Forums	Mon, March 25 BOA – 11:30 a.m. BOE – 6:00 p.m.
Student Forums	Wed, April 10 BOA – 11:30 a.m. BOE – 6:00 p.m.
E.B. White Gallery of Art Annual Juried Student Art Exhibit Reception	April 12-May 6 Fri, April 12 @ 6:00 p.m.
Second Saturday (BOA 5000)	Sat, April 13
Theatre	Thurs, April 18 @ 7:30 p.m. Fri, April 19 @ 7:30 p.m. Sat, April 20 @ 2:00 & 7:30 p.m.
Institutional Development Day (IDD) – NO CLASSES	Thurs, April 18
Good Friday – COLLEGE CLOSED	Fri, April 19
Instrumental Concert	Thurs, April 25 @ 7:30 p.m. Fri, April 26 @ 7:30 p.m. Sat, April 27 @ 2:00 & 7:30 p.m.
Employee Forums	Tues, April 30 BOA – 11:30 a.m. BOE – 2:00 p.m.
Vocal Concert	Thurs, May 2 @ 7:30 p.m. Fri, May 3 @ 7:30 p.m. Sat, May 4 @ 2:00 & 7:30 p.m.
Finals Week	May 13-17
E.B. White Gallery of Art Student Art Sale	Tues, May 14, 10:00 a.m. – 4:00 p.m.
Nurses Pinning	Thurs, May 16
Order of the Purple	Fri, May 17
Commencement	Fri, May 17
BCC Foundation Board of Directors Meeting	Tues, May 21 @ 4:00 p.m.
Memorial Day – COLLEGE CLOSED	Mon, May 27
Summer Semester Begins	Mon, June 3
Independence Day – COLLEGE CLOSED	Thurs, July 4
Summer Classes End	Fri, July 26

EXECUTIVE SESSION

Trustee Dreiling moved that the Board recess into executive session not to exceed 60 minutes for discussion of non-elected personnel and Employer-Employee negotiations with no action to follow to include the Board, Dr. Kim Krull, Kent Williams, Bill Rinkenbaugh, Lori Winningham, Shelley Stultz, Jessica Ohman, Kim Sherwood, Kelly Snedden, and Esam Mohammad. Trustee Lechtenberg seconded. The motion passed unanimously.

The Board entered executive session at 6:51 p.m.

The Board returned to open session at 7:49 p.m.

ADJOURNMENT

Trustee Lechtenberg moved that the Board meeting be adjourned. Trustee Engelbrecht seconded. The motion passed unanimously. The regular meeting of January 8, 2019 was adjourned at 7:49 p.m.

Jim Howell – Secretary