

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
July 28, 2020**

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Dr. NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Dr. Tristan Londre and Tyson Otto, Vice Presidents; Kristi Harris, Mitch Holder, and Jennifer Triplett, administrative staff; Sarah Bird and Linda Cowling, faculty; Sue Ewigman, representing Head Start; and Ronda Lickteig and Jennifer Thies, representing the news media.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the Minutes of the NCMC meeting of June 23 as presented. Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved and Rob Maloney seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve payment of the monthly bills for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor and none opposed.

Head Start Director Sue Ewigman reported on multiple items: August 18 as their fall opening date, a scheduled inservice, strong encouragement for mask-wearing, virtual home-base visits, new building move-in, and the receipt of quality improvement and COLA grants.

Vice President for Academic Affairs Dr. Tristan Londre' talked about campus-wide surveys regarding COVID-19 issues, PN pinning ceremony, and resumption of service by MOBIUS.

President Lenny Klaver presented these items on behalf of student affairs: a veterans' affairs audit, CARES Act and Pell dispersals to students, response from residence life for COVID-19 issues, contact tracing, annual maintenance in the residence halls, and Dance Wave summer camp.

The President's report items were: enrollment, athletes recognized for academic excellence, draft plans for new student housing, CARES Act funding, meetings on Zoom, and new signage for all NCMC entry doors.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to purchase athletic insurance through Dissinger Reed of Overland Park, KS for the 2020-21 sports year at a cost of \$31,467 as recommended by

NCMC's athletic director and budgeted in each athletic department. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to purchase testing supplies for the PN and ADN nursing programs from Assessment Technologies Institute (ATI) of Leawood, KS for a total of \$143,762.50; funds for the purchase have been budgeted in each department. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to renew the MoreNET service contract for FY21 at a total cost of \$50,039.08; the cost will be funded from the computer operations budget. Six votes were cast in favor and none opposed.

Rob Maloney moved and Don Dalrymple seconded the motion to declare 23 mini-computers and 11 monitors (along with associated hardware and software) as surplus property so they can be disposed of in accordance with NCMC policy. Six votes were cast in favor and none opposed.

After a short training presentation by Head Start Director Sue Ewigman, Don Dalrymple moved and Chris Hoffman seconded the motion to approve the GHHS Self-Assessment Plan as presented. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the 2021-23 academic calendars as amended. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to set NCMC's annual tax levy hearing for Tuesday, August 25 at 5:25 p.m. immediately preceding the regular August Board meeting. Six votes were cast in favor with none opposed.

The Board looked at the Board Secretary/Clerk's Annual Year in Review Report. No action was needed or requested.

Chris Hoffman moved and Rob Maloney seconded the motion to approve an agreement with the Grundy County Commission to apply for CARES Act funding. Six votes were cast in favor and none opposed.

Chief of Staff Kristi Harris presented the "Return to Fall" plan, a document developed with much input from many parties which she said will remain fluid as circumstances dictate. There were several questions and discussion by members of the Board, President Klaver, and others in attendance. No action was needed or requested, and a news release will be made very soon regarding NCMC's general plan of action for COVID-19 issues.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to accept the resignation of Aimee Riley, Nursing and Health Sciences Administrative Assistant - Maryville/On-line, effective July 16, 2020. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the resignation of Katherine Tabbert, TRiO Administrative Assistant, effective July 10, 2020. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to accept the resignation of Rocel Wright, Cashier, effective July 30, 2020. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the employment of Erin Gardner of St. Joseph as Associate Director of Admissions effective August 3, 2020; this is an exempt, full-time administrative/management/professional staff position with her placement in AMP Group 4 (\$42,500 annually). Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the employment of the following exempt adjunct instructors: Zeb Cook (welding) and Madison Trump (business). Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the late resignation of Tara Robbins, Harrison/Mercer Home Visitor. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve the employment of Jennifer Parsons as full-time teacher in the Bethany GHHS Center. Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate matters, citing statute 610.021.2 which allows the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:27 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tristan Londre.

The Board discussed several real estate items but no action was taken.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 6:35 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tristan Londre'.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:36 p.m.

**MINUTES OF THE LEVY HEARING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
August 25, 2020**

The levy hearing of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center, by President Diane Lowrey at 5:25 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Kristen Alley, Tristan Londre' and Tyson Otto, Vice Presidents; Kristi Harris, Mitch Holder, and Jennifer Triplett, administrative staff; Maryellen Harman, faculty; and Ronda Lickteig and Jennifer Thies, representing the news media.

The floor was opened for public comment on the proposed tax levy rate of \$.40 per hundred of assessed valuation for the 2020-21 year. There were no comments.

Don Dalrymple moved and Chris Hoffman seconded the motion to adjourn the levy hearing of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the levy hearing adjourned at 5:30 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
August 25, 2020**

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Kristen Alley, Tristan Londre' and Tyson Otto, Vice Presidents; Kristi Harris, Mitch Holder, and Jennifer Triplett, administrative staff; Maryellen Harman, faculty; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the Minutes of the NCMC meeting of July 28 as presented. Six votes were cast in favor and none opposed.

Rob Maloney moved and Don Dalrymple seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA and payment of the monthly bills for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor and none opposed.

Vice President for Academic Affairs Dr. Tristan Londre' announced the renewal of the five-year SSS program grant and progress towards initial accreditation of the nursing programs by the Commission for Nursing Education Accreditation (CNEA).

Chief of Staff Kristi Harris introduced new faculty member Andrea Schuelke via electronic means.

Vice President for Student Affairs Dr. Kristen Alley discussed fall move-in day and Protect our Pirates; she also talked about the annual Organization Fair, student activities, a last-minute enrollment push, international students, and Covid protocols.

President Lenny Klaver's report items included regular Zoom meetings, fall enrollment numbers and the Covid effect on community college enrollment statewide, fall in-service, a new long-range strategic plan, and a "return to athletics" recommendation by the NJCAA.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to set the annual tax levy at \$.40 per hundred of assessed valuation for the 2020 tax year. Six votes were cast in favor with none opposed.

CIO Jennifer Triplett reviewed the I.T. department's progress thus far in the infrastructure refresh project; bids have been received and deliberations are underway for a Board recommendation for purchase/financing. A special meeting may be requested prior to the regular September meeting for this purpose.

Don Dalrymple moved and Rob Maloney seconded the motion to renew NCMC's I.T. maintenance service contract with Ellucian for the period of September 1, 2020 through August 31, 2021; the cost of \$63,990 will be funded from the computer operations budget. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to declare two 94" SMART Board 690 devices as surplus property so they can be disposed of in accordance with NCMC policy. Six votes were cast in favor and none opposed.

After a brief presentation by Lenny Klaver, Rob Maloney moved and Don Dalrymple seconded the motion to approve the GHHS Annual Program Report as presented. Six votes were cast in favor and none opposed.

Chief of Staff Kristi Harris presented her annual Employee Retention Report; this was for information purposes only.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to accept the retirement of Cindy Peterie, Admissions Representative, effective December 31, 2020. Six votes were cast in favor with none opposed.

Rob Maloney moved and Chris Hoffman seconded the motion to accept the retirement of Lisa Hostetler, NW WDB Executive Director, effective December 31, 2020. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the employment of Angela Heins of Chillicothe as TRiO Administrative Assistant effective August 24, 2020; this is a non-exempt, full-time classified staff position with her placement on the classified staff salary schedule at 5B-2 (\$13.23/hour). Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of Bailey Weese of Maryville as Nursing and Health Sciences Administrative Specialist, Maryville, effective August 10, 2020; this is a non-exempt, full-time classified staff position with her placement on the classified staff salary schedule at 3B-8 (\$12.79/hour which includes an additional \$.25/hour for master's degree). Six votes were cast in favor with none opposed.

Rob Maloney moved and Dr. NiCole Neal seconded the motion to approve a contract change for SSS Academic Advisor Stacey Russell from 30 hours/week to 37.5/hours week, due to new federal grant specifications in the Student Support Services program, effective September 1, 2020; her annual salary will increase from \$27,000 to \$33,642 which will be funded by the SSS grant. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to accept the resignation of Amber Burkhisier as GHHS teacher aide in the Unionville Center, effective August 17, 2020. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of Kelsey Davis as GHHS Harrison/Mercer County Home Visitor and the employment of Marsha Phillips as GHHS

teacher aide at the Chillicothe B Center, both effective August 10, 2020. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to close the regular meeting and reconvene in Executive Session to discuss legal, real estate and personnel matters, citing statutes 610.021.1, .2, and .3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:25 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tristan Londre'.

The Board discussed real estate and personnel items but no action was taken.

Don Dalrymple moved and Rob Maloney seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 6:37 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tristan Londre'.

A trustee asked about the new fire safety program and Dr. Tristan Londre' reported there is an enrollment of approximately three persons in fire class(es).

Don Dalrymple moved and Rob Maloney seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:40 p.m.

Northwest Workforce Development Board
Minutes of Board Meeting
September 1, 2020
Virtually via GoToMeeting

The Northwest Region Workforce Development Board (NW WDB) met in open session virtually on Tuesday, September 1, 2020. NW WDB Chair Gregg Roberts called the meeting to order at 4:33 pm.

A quorum was established with thirteen (13) Board members participating (7 private sector and 6 partner sector members); one (1) Presiding Commissioner; 12 Ex-officio (non-voting) members and guests; and three (3) WDB staff participating. Those participating included the following:

Board Members

Anne Long	Gregg Roberts	Lana Beavers	Phil Larabee	Julia Birkeness	
Tina Gillespie	Juanita Assel	Betty Wymore	Rob Zirfas	Gary Clapp	Becky
Cleveland	Penny Adams	Cole Kiner			

Commissioners

Bud Motsinger, Caldwell County Presiding Commissioner

Ex-officio (non-voting) Members and Guests

Robin Hammond, SJYA	Niki Butner, SJYA	Jerri Dearmont, NWRCOG
Janice Spearman, Mo-Kan	David Scholz, OWD	Rita Wallinga, NWRCOG
Becky Wiederholt, OWD	Cathy Scott, GHRPC	Kim Mildward, NWRCOG
Randy Railsback, GHRPC	Jackie Soptic, GHRPC	Kristie Arthur, St. Joe Chamber

WDB Staff

Lisa Hostetler	Jeanie Griffin	Brent Stevens
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Open Session Business Meeting

Commissioner Reports

Caldwell County Presiding Commissioner, Bud Motsinger, reported county distribution of the CARES Act funds and the different phases of funding to business.

Consent Agenda

NW WDB Chair, Gregg Roberts, directed Board members to the consent agenda items, which included minutes of the 06.02.20 NW WDB meeting; minutes of the 06.10.20 Employer Engagement Committee meeting; minutes of the 08.05.20 CLEO Coordinating and Executive Committee meeting; minutes of the 08.12.20 Employer Engagement Committee meeting; final PY20 expenditure and contract performance reports; NW

WDB fiscal monitoring report from WIPFLi; and the NW WDB program monitoring report from Office of Workforce Development (OWD).

After considerable discussion around each of those items, motion was made by Tina Gillespie, seconded by Gary Clapp to approve the consent agenda items as presented. The motion passed by roll call vote with thirteen (13) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions

WIOA-Mandated Business

1. NW WDB Fiscal Manager, Jeanie Griffin, presented a spreadsheet detailing carryover WIOA funds that are available for redistribution. Griffin provided a breakdown of funds and the proposed distribution of WIOA Adult, WIOA Dislocated Worker, and WIOA Youth money that were unspent prior to July 1, 2020. In that spreadsheet, Griffin noted Mo-Kan Regional Planning Commission (providing services in the St. Joseph Job Center), St. Joseph Youth Alliance (providing Youth services in the St. Joseph sub-region), NW Regional Council of Governments (providing services in the Maryville Job Center), and Green Hills Regional Planning Commission (providing services in the Chillicothe and Trenton Job Centers) will supplement new allocations for service delivery to customers in the 18-county region.

Griffin also reported potential supplemental Workforce Development Board and Job Center cost funds from the carryover money.

A motion was made by Rob Zirfas, seconded by Julia Birkeness to approve the allocation of carryover funds as presented. The motion passed by roll call vote with thirteen (13) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

2. NW WDB Director, Lisa Hostetler, announced her retirement effective November 30, 2020. With the change in staffing and need for an additional WDB staff member during transition, Hostetler asked to allocate \$15,006 of the aforementioned carryover funds to the NW WDB administrative budget. The funds will allow for a new Director to spend all of November with Hostetler for training purposes (and via phone/email while Hostetler is on paid vacation during the month of December).

With the addition of carryover funds for the WDB office, the revised NW WDB administrative budget was presented.

A motion was made by Betty Wymore, seconded by Lana Beavers to approve the PY20 administrative budget as presented. The motion passed by roll call vote with thirteen (13) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

**Board member Rob Zirfas excused himself from the meeting at 5:32 p.m.; a quorum was maintained with seven (7) private sector members and five (5) public sector members participating.

3. NW WDB Program Operations Manager, Brent Stevens, presented the following policies for review as revisions were required:

a. Accessibility Policy

This policy was updated to include information on when to use the required Babel Notice.

b. Training Expenditure Rates and Criteria Policy Adult/DW Policy

The first paragraph of this policy was updated as required by the Office of Workforce Development (OWD) to ensure WIOA staff can offer basic career services to all Job Center customers. Language was also added to address the 60%/40% expenditure rate as required by OWD.

c. Individual Training Account Policy

This update is to increase the maximum training allotment to \$8,000 per participant per program year for all programs. This is an increase from \$7,500 for healthcare programs, and \$5,000 for all other programs. This increase does not mean all participants will receive the full amount. WIOA funds can only be applied after all other funding sources are applied, including Pell.

d. Youth Locally Defined Barrier Policy

Language was added to help the Board staff track enrollments using the locally defined barriers and remain under the 5% maximum. Documentation on how to verify each barrier was also added to ensure compliance.

e. Supportive Services Policy

Language was added to allow approval (on a case-by-case basis) of needs not specifically addressed in this policy.

f. Local Work-Based Learning Policy

This is a new policy that was required. It outlines the work-based learning opportunities supported by the Board with WIOA funds.

g. Youth Incentive Policy

This policy was updated to remove references of the GED and change it to High School Equivalency Test (HiSET). Earning the National Career Readiness Certification was removed from being an allowed incentive payment.

A motion was made by Gary Clapp, seconded by Julia Birkeness to approve policy revisions as noted above. The motion passed by roll call vote with twelve (12) 'yes' votes, zero (0) 'no' votes, zero (0) abstentions.

Updates and Other Program Business:

1. NW WDB One-Stop Operator, Kim Mildward, provided a report of activities for the period May 19, 2020 through August 14, 2020, as well as a link to results of job-seeker and business customer satisfaction surveys. The report and survey result links were included in the Board packet for members to review.

2. Hostetler briefly discussed Job Center re-opening activities in the NW region, noting that the Maryville, Trenton, Chillicothe and St. Joseph Job Centers are now open to the public with space modifications to allow

for social distancing. However, the Trenton and Maryville Job Centers, smallest in the NW region, are open by appointment to prevent overcrowding. The WDB office has the ability to monitor traffic in each Center; Stevens reported there is an upward trend in number of customers coming to the Centers daily.

3. Job Center Certification was discussed; Hostetler stated that Board members Cole Kiner (TANF/FSD) and Betty Wymore (AEL) are certification review team members, Cary Creach from Office of Workforce Development has joined the team. Cole Kiner agreed to serve as the review team lead and reported that certification review tasks have begun and the project will be completed by the deadline.

4. The Missouri Office of Workforce Development provides a quarterly report card for each WDB region in the state. On August 31, 2020, Hostetler forwarded the newly-released report card to Board members, Commissioners, and subcontractors for their review. The report card allows workforce boards to review and discuss performance, areas of concern, and any hazards that could cause harm. The NW region report card was scored among the highest in the state.

As informational updates, no action was required nor taken on the above.

Meeting was adjourned at 5:51 p.m.

Next Meeting – December 1, 2020 (conducted virtually)

Future meetings:

March 2, 2021

June 1, 2021

September 7, 2021

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
September 22, 2020**

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the lower level Alexander Student Center by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, and Dr. NiCole Neal. Rob Maloney was absent. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Kristen Alley, Tristan Londre' and Tyson Otto, Vice Presidents; Kristi Harris, Mitch Holder, and Jennifer Triplett, administrative staff; Sue Ewigman and Janet Gott, representing Head Start; Cassie Cordray and Susan Stull, faculty; Angela Hines, classified staff; Maycee Edgar, Ashley Johnson, McKenna Lambert, Brittney McKay, Brandi Pittman, Jeramy Shaw, April Shiflett, and Lindsay Walls, students; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the meeting agenda as presented. Five votes were cast in favor and none opposed.

Rob Maloney joined the meeting at 5:33 p.m.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve the Minutes of the NCMC meetings of August 25 and the Minutes of the WDB meeting of September 1 as presented. Six votes were cast in favor with none opposed

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA and payment of the monthly bills for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor and none opposed.

Head Start Director Sue Ewigman discussed the new GHHS training program; Dr. NiCole Neal moved and Don Dalrymple seconded the motion to contract with Trauma Smart for a GHHS training program at a total cost of \$57,896. Six votes were cast in favor and none opposed. Janet Gott reported the new playground is nearly ready, she still has several employment openings, and a new plan has been written for just-in-case COVID closures based on specific GHHS locations rather than program-wide.

Chief of Staff Kristi Harris introduced a new employee in the TRiO program, Angela Hines.

Vice President for Academic Affairs Dr. Tristan Londre' announced the closure of a math pathways grant project, and he and Mitch Holder presented an Excellence in Teaching Award to faculty member Dr. Susan Stull.

Vice President for Student Affairs Dr. Kristen Alley had several items: a new Memorandum of

Understanding to host a social worker on campus; Financial Aid dispersals; Student Senate meetings; the COVID dashboard; CARES Act funding; on-line transcripts; an A+ meeting; and an earthquake drill. She also asked Residence Assistants to introduce themselves.

President Lenny Klaver's report items included fall enrollment and an overview of a new Strategic Planning initiative, Plan 2025.

Chris Hoffman moved and Don Dalrymple seconded the motion to accept a bid from CDWG in the amount of \$1,184,899, determined to be the best bid for the replacement of NCMC data centers, wired/wireless/firewall networking equipment, video surveillance equipment and professional services; and the purchase of a generator from Cummins for \$37,526 (a state-approved purchasing contract price), all as part of the College's IT Infrastructure Refresh project; these purchases will be covered by state and federal Covid-19 funding and the existing NCMC budget in the areas of computer operations and capital expense. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept a bid for IT equipment to be used by CTE academic programs from SHI at a total cost of \$49,250.67; funds for the purchase are provided by an Enhancement Grant. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve GHHS's annual Training/Technical Assistance Plan as presented. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve GHHS's annual Wage Comparability and Cost Allocation Plan as presented. Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to approve GHHS's Grant Application for Year 2 of their five-year grant as presented. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to accept the retirement of Linda Brown, Director of Records and Registrar, with regret and appreciation, effective October 31, 2020. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Rob Maloney seconded the motion to accept the resignation of Brandon Gossett, Residence Life Coordinator/Assistant Basketball Coach, effective September 11, 2020. Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to accept the resignation of Jacob Tabbert, PC Technician, effective September 25, 2020. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve a changed job description and responsibilities for the position of IT Technical Support Engineer. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve a changed job title, job description, and responsibilities for a position to be known as IT Helpdesk Specialist. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the transfer of Nathan Vandevender from IT Technical Support Engineer to IT Systems Administrator effective October 1, 2020; this is a full-time, exempt AMP position set in Group 4 (\$38,000 annually). Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Rob Maloney seconded the motion to approve the transfer of Rickiann Hoskins from IT Systems Administrator to IT Technical Support Engineer effective October 1, 2020; this is a full-time, exempt AMP position set in Group 4 (\$36,553 annually). Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the employment of Taylor Lavery of Dyer, Indiana as Residence Life Coordinator/Assistant Men's Basketball Coach effective September 18, 2020; this is a full-time exempt AMP position in Group 5 (\$36,000 annually = Residence Life salary + coaching stipend). Lavery will also be provided the Ellsworth Residence Coordinator apartment and a meal plan for the duration of the school year. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of the following exempt adjunct instructor: Martha Goedert (nursing). Five votes were cast in favor, none opposed, and one abstention.

Dr. NiCole Neal moved and Chris Hoffman seconded the motion to approve the employment of the following exempt adjunct instructors: Bethany Holland (sociology) and Sharon Weiser (behavioral health and science). Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the employment of the following exempt clinical/adjunct instructors at the current clinical rate: Rachel Arnold and Megan Urton. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to accept the resignation of Kelli Adams as GHHS teacher aide in the Trenton Center effective September 11, 2020. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to accept the resignation of Theresa Lance as GHHS teacher aide in the Chillicothe B Center effective September 25, 2020. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the employment of Kelli Cowell as GHHS teacher aide at the Bethany Center, effective August 24, 2020. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate and personnel matters, citing statutes 610.021.2 and .3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:29 p.m. in the lower level of the Alexander Student Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; Vice President Tristan Londre'; and Kristi Harris, administrative staff.

The Board discussed personnel and real estate items but no action was taken.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the lower level, Alexander Student Center, at 6:49 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tristan Londre'.

A Board Retreat was tentatively set for Thursday, October 22, at 3 p.m. and there was a discussion about the date for the November regular meeting. No action was taken.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:58 p.m.

**MINUTES OF THE RETREAT OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
October 22, 2020**

The retreat of the Board of Trustees, North Central Missouri College, was called to order by President Diane Lowrey at 3:05 p.m. in the Sugg Room of the Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, John Holcomb, Diane Lowrey, and NiCole Neal. Also present were Lenny Klaver, President; Board Secretary/Clerk Vicki Weaver; Tristan Londre', Tyson Otto, Kristen Alley, Jennifer Triplett, and Kristi Harris.

Rob Maloney joined the meeting at 3:27 p.m.

College President Lenny Klaver conducted a short planning exercise and then gave an overview of the current facilities master plan based on NCMC's mission, vision, and guiding principles. Particulars discussed were student housing, a student center, college bookstore, a Frey/Alexander connection, and an expansion of the Barton Farm Campus and/or the Ketcham Community Center. No action was taken, and the President's Cabinet will continue to brainstorm to further develop the campus master plan.

Tristan Londre' led a discussion about off-site academic programs including current offerings at the North Belt Center, Maryville, Chillicothe, and Bethany. No action was taken.

Chief of Staff Kristi Harris presented an update to NCMC's Covid-19 response. No action was needed nor taken.

President Lenny Klaver reviewed co- and extra-curricular programs with input from VP of Student Affairs Kristen Alley. Issues mentioned were the need for designated student scholarships and start-up funds so coaches/advisors can recruit new students before new co- and extra-curricular programs launch. Is a staff position specifically devoted to Student Activities needed? No action was taken.

Tyson Otto and President Klaver briefly discussed the need for increased funding to support all these new projects. Two sources mentioned were the NCMC Foundation and a new comprehensive capital campaign. No action was taken.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to adjourn the retreat of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the retreat adjourned at 6:12 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
October 27, 2020**

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Dr. NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Kristen Alley and Tyson Otto, Vice Presidents; Kristi Harris, Mitch Holder, Taylor Lavery, and Jennifer Triplett, administrative staff; Sue Ewigman, representing Head Start; Maryellen Harman, faculty; Cheyanne Blanchard, Makayla Eads, Lindi Moulin, Edward Neill, Jacqueline Perez, Jillian Steins, and Brianna Wright, students; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the meeting agenda as amended. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the Minutes of the NCMC meeting of September 22 as presented. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor and none opposed.

Chief of Staff Kristi Harris introduced the new Assistant Men's Basketball Coach, Taylor Lavery.

Head Start Director Sue Ewigman had these items: Trauma Smart training, a delay with playground equipment and a plumbing issue at the new Trenton Head Start Center, a grant application, and CARES Act/Covid funding.

Dean of Instruction Mitch Holder talked about the HLC accreditation process, a webinar focused on academic integrity during a pandemic, a Talent Search grant through the TRiO program, a virtual visit for ADN accreditation through the CNEA, and efforts to increase student voting by the social/behavioral sciences departments.

Vice President for Student Affairs Dr. Kristen Alley asked members of this year's Student Senate to introduce themselves. She also discussed CARES Act funding, Financial Aid Director Kimberly Meeker's new national certification, an A+ Coordinators meeting, PTK, a Blood Drive, and spring registration.

President Lenny Klaver's report items included information about a movement in southern Missouri to create a new community college district (which is adamantly opposed by the Missouri Community College Association membership). The MCCA annual convention is virtual this year and all members are encouraged to register. A promotional video about the Barton Campus was viewed. President Klaver also talked about the A+ Coordinators meeting, lunch with trustees, an audit meeting, a visit to Savannah, and an NJCAA ruling about student/athlete eligibility.

Don Dalrymple moved and Rob Maloney seconded the motion to approve the purchase of a 2020 Ford Fusion by the GHHS program from Barnes Baker Automotive of Trenton; after trade-in, the price is \$18,892. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of Shiann Campbell of Edgerton as Campus Store Associate-Retail effective October 19, 2020; this is a full-time, non-exempt classified staff position with her salary set on the Classified Staff Salary Schedule at 3A-4 (\$11.01/hour). Six votes were cast in favor with none opposed.

Chris Hoffman moved and Rob Maloney seconded the motion to approve the employment of Zane Robinson of Trenton as IT Helpdesk Specialist effective November 2, 2020; this is a full-time, non-exempt classified staff position with his salary set on the Classified Staff Salary Schedule at 5B-7 (\$14.65/hour). Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Chris Hoffman seconded the motion to approve the employment of the following exempt adjunct instructors: Kassandra Anderson (massage therapy) and Jared Harding (agriculture). Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the employment of the following exempt clinical/adjunct instructor at the current clinical rate: Abigail Bilby. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the transfer of Joni Oaks, Assistant Registrar, to Director of Enrollment and Records Management/Registrar effective November 2, 2020; this is a full-time, exempt AMP position set in Group 3 (\$50,000 annually). Six votes were cast in favor and none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the transfer of Megan Miller, part-time Academic Records Clerk, to Assistant Registrar effective November 2, 2020; this is a full-time, non-exempt classified staff position with her salary set on the Classified Staff Salary Schedule at 5A-4 (\$13.13/hour). Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole seconded the motion to approve a salary adjustment for Tocarra Williams, Student Support Services Assistant Director, from \$35,250 to \$37,250 effective retroactively to September 1, 2020; the cost will be funded through the SSS grant. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the resignations of Meri Hughes as GHHS teacher aide in the Chillicothe A Center effective September 16, 2020; Shelby Owens as GHHS teacher aide in the Brookfield A Center effective September 8, 2020; and Tammy Taylor, GHHS teacher aide in the Milan Center effective September 14, 2020. Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to employ Hannah Daily as GHHS teacher aide in the Trenton Center effective October 19 and Katie Hulett as GHHS teacher aide in the Unionville Center effective October 2, 2020. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the transfer of Brent Stevens from WDB Equal Opportunity Officer/Program Operations Manager to WDB Executive Director effective December 1, 2020; this is a full-time exempt administrative/management/professional position with his salary set at \$55,378 annually. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to declare a list of I.T. equipment as surplus property so it can be disposed of in accordance with NCMC Board Policy. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate matters, citing statute 610.021.2 which allows the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:14 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tyson Otto.

The Board discussed real estate items and action was taken.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 6:46 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tyson Otto.

Board Chair Diane Lowrey announced she would most likely to be out of town for the regular November Board meeting; the meeting date was not moved earlier as no other trustees had an issue with the existing date and it would be so early as to make financial reporting and bill paying problematic for the Business Office.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:50 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
November 24, 2020**

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the lower level Alexander Student Center by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Dr. NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Tristan Londre', Kristen Alley and Tyson Otto, Vice Presidents; Kristi Harris and Jennifer Triplett, administrative staff; Amy Guthrie, faculty; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the meeting agenda as amended. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the Minutes of the NCMC meetings of October 22 and 27 as presented. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA as presented. Six votes were cast in favor and none opposed.

Lenny Klaver, reporting on behalf of the Head Start Directors, said the GHHS Bethany Center had to close temporarily due to COVID.

Vice President of Academic Affairs Tristan Londre' told the Board that fall on-ground courses ended today. Intersession will be starting soon and spring enrollment is underway with increased numbers in on-line courses.

Vice President for Student Affairs Dr. Kristen Alley talked about the Veterans Day Roll Call event, holiday lighting, on-line Holiday Bedtime Stories produced by the Student Senate, the on-campus CARES coordinator, and CARES Act reimbursements to students.

President Lenny Klaver' reviewed the fall semester, A+ funding, a visit by former Senator Brad Lager and a visit to MOSAIC healthcare systems, the upcoming residence hall project, the Savannah site, WDB Director Lisa Hostetler's retirement, and Plan 2025 (a new strategic plan).

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the purchase of a 2020 Ford Fusion by the GHHS program from Barnes Baker Automotive of Trenton; after trade-in, the price is \$20,000. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the retirement of Linda Cowling, full-time English faculty member, effective June 2021. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the employment of Kevin Hutchison of Chillicothe as Maintenance Worker effective November 30, 2020; this is a full-time, non-exempt classified staff position with his salary set on the Classified Staff Salary Schedule at 2B-12 (\$12.34/hour). Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to approve the employment of Shonda Baker of Jameson as Student Accounts Specialist effective November 30, 2020; this is a full-time, non-exempt classified staff position with her salary set on the Classified Staff Salary Schedule at 3A-10 (\$12.44/hour). Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the employment of the following exempt adjunct instructors: Darcy Oetting (accounting) and Tocarra Williams (public affairs). Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve changes in title, job descriptions and responsibilities for the Admissions Recruiter (to become Admissions/International Student Representative) and Admissions Representative (to become Admissions Recruiter) with no changes to salaries nor employee classification. Six votes were cast in favor and none opposed.

Rob Maloney moved and Don Dalrymple seconded the motion to approve emeritus status for Linda Brown, recently-retired Registrar/Director of Records and Enrollment; her title will be Director Emerita. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to accept the resignation of Vanessa Moore as GHHS Health Specialist effective January 1, 2021. Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to employ Aundria Lopez as GHHS teacher aide in the Chillicothe A Center effective November 16, 2020. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve changes in title, job description/responsibilities, and employee classification/salary placement for the WDB Program Operations Manager/EOO (to become Equal Opportunity and Program Compliance Officer); this will be a classified staff position with placement on the WDB salary scale at Grade Level 2. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel and real estate matters, citing statutes 610.021.2 and .3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 5:58 p.m. in the lower level of the Alexander Student Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice Presidents Tyson Otto and Tristan Londre'.

The Board discussed real estate and personnel items with no action taken.

Don Dalrymple moved and Rob Maloney seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the lower level, Alexander Student Center, at 6:20 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice Presidents Tyson Otto and Tristan Londre'.

Chris Hoffman moved and Don Dalrymple seconded the motion to authorize college president Lenny Klaver to sign a lease/leaseback arrangement with Weldon Builders and Construction of Trenton for two suite-style residence halls to be built on NCMC property located on East Crowder Road in Trenton. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:22 p.m.

Northwest Workforce Development Board
Minutes of Board Meeting
December 1, 2020
Virtually via GoToMeeting

The Northwest Region Workforce Development Board (NW WDB) met in open session virtually on Tuesday, December 1, 2020. NW WDB Chair Gregg Roberts called the meeting to order at 3:31 pm. A quorum was established with thirteen (13) Board members participating (8 private sector and 5 partner sector members); two (2) Presiding Commissioner; 14 Ex-officio (non-voting) members and guests; and three (2) WDB staff participating. Those participating included the following:

Board Members

Anne Long	Gregg Roberts	Lana Beavers	Phil Larabee	Julia Birkeness
Scott May	Tina Gillespie	Juanita Assel	Tom Lay	Gary Clapp
Mike Veale	Laura Ritterbush	Cole Kiner		

Commissioners

Lee Sawyer, Buchanan County Presiding Commissioner
Bill Walker, Nodaway County Presiding Commissioner

Ex-officio (non-voting) Members and Guests

Anita Jolly, SJYA	Bobby Barlow, OWD	Cathy Scott, GHRPC
Jackie Soptic, GHRPC	Janice Spearman, MO-KAN	Jerri Dearmont, NWMORCOG
Erin Dennis, VR	Kim Mildward, NWMORCOG	Kristie Arthur, St Joe Chamber
Nic Hutchison, MO-KAN	Randy Railsback, GHRPC	Rita Wallinga, NWMORCOG
Robert McDaniel, OWD	Robin Hammond, SJYA	

WDB Staff

Brent Stevens Jeanie Griffin

Open Session Business Meeting

Board Chair, Gregg Roberts congratulated Brent Stevens as being selected as the new NW WDB Executive Director.

Director, Brent Stevens recognized Gregg Roberts for being selected to the State Workforce Development Board.

Commissioner Reports

The board heard updates from Lee Sawyer, Buchanan County Presiding Commissioner and Bill Walker, Nodaway County Presiding Commissioner.

Customer Success Story

NWMORCOG/Maryville Job Center Program Director, Rita Wallinga presented a recent success story on a husband and wife that recently utilized Job Center Services.

Consent Agenda

NW WDB Chair, Gregg Roberts, directed Board members to the consent agenda items, which included minutes of the 9/1/2020 NW WDB meeting; minutes of the 10/22/2020 Employer Engagement Committee meeting; expenditure and contract performance reports; budget amendments; and OWD plan modification approval.

After discussion around each of the items presented, motion was made by Phil Larabee, seconded by Lana Beavers to approve the consent agenda as presented. The motion passed by roll call vote with thirteen (13) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

WIOA-Mandated Business

1. NW WDB Fiscal Manager, Jeanie Griffin presented information on TANF funds received from the Family Support Division to Operate the Skillup and Job League Programs which included proposed budgets for each program.

A motion was made by Mike Veale, and seconded by Gary Clapp to approve the budgets as presented. The motion passed by roll call vote with twelve (12) 'yes' votes, zero (0) 'no' votes, and one (1) abstention.

2. NW WDB Director, Brent Stevens presented the updated administrative budget for the NW WDB that included the addition of TANF funds.

A motion was made by Tina Gillespie, and seconded by Anne Long to approve the updated administrative budget as presented. The motion passed by roll call vote with thirteen (13) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

3. NW WDB Director, Brent Stevens presented a proposed timeline for the upcoming procurement of program services and One-Stop Operator contracts. It was explained to the board the current contracts are set to expire June 30, 2021. The current contracts have previously been extended and must be procured for the next program year.

After discussion, a motion was made by Phil Larabee, and seconded by Julia Birkeness to accept the proposed timeline as presented. The motion passed by roll call vote with thirteen (13) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

Updates and Other Program Business:

1. One-Stop Operator, Kim Mildward, provided a report of activities for the period from August 14th through November 19th. This report included an update on the availability of Job Centers due to COVID-19 as well as activities happening in the region to assist job seekers.
2. NW WDB Fiscal Manager, Jeanie Griffin presented an update on Cares Act funding that was used to support job seekers in the region. Griffin praised the sub-recipient staff in their efforts to quickly utilize the funds, as the timeline of funds availability was very short.
3. NW WDB Director, Brent Stevens presented to the board the Office of Workforce Development's new Sanction Policy. Stevens explained the ramifications if expenditures or negotiated performance rates are not met as outlined in the policy.
4. Brent Stevens presented to the board the updated negotiated program performance rates that were recently negotiated with the Office of Workforce Development
5. Brent Stevens updated on the board on the recent Job Center Certification. He reported Chillicothe, Trenton, and Maryville Job Centers received their formal certification from OWD. The St Joseph Job Center was randomly chosen to have a further review of the documentation submitted. He stated he expects to receive the certification soon.
6. Board Chair Gregg Roberts and Director Brent Stevens updated the board on the Job Centers of the Future initiative. Stevens reported that many focus groups are happening with employers and front-line staff. Roberts, shared as a member of the task force, he is happy to see the process seems to be thorough.

As informational updates, no action was required nor taken on the above.

Meeting was adjourned at 5:23PM.

Next Meeting – March 2, 2021 (conducted virtually)

Future meetings:

June 1, 2021

September 7, 2021

December 7, 2021

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE
December 22, 2020**

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Dr. NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Vicki Weaver, Board Secretary/Clerk; Kristen Alley and Tyson Otto, Vice Presidents; Kristi Harris and Mitch Holder, administrative staff; Ryan Woodward, classified staff; Sue Ewigman and Janet Gott, representing GHHS; Brent Stevens, representing WIOA; and Ronda Lickteig and Jennifer Thies, representing the news media. Attending part of the meeting via electronic means was auditor Matt Wallace.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

New WIOA Director Brent Stevens introduced himself to the Board and expressed his gratitude for the confidence the trustees have placed in him to lead the program.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the Minutes of the NCMC meeting of November 24 and the WDB meeting of December 1 as presented. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA and to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

Head Start Director Sue Ewigman conducted a short training session regarding GHHS's Non-Federal Share Waiver, and action will be taken on this item later in the meeting. Director Janet Gott reviewed their monthly report and said all GHHS centers remained open this fall except for Bethany. All are closed now for the holidays.

Dean of Instruction Mitch Holder reported for Vice President of Academic Affairs Tristan Londre'. Holder gave a wrap-up of the fall semester, expressing his thanks to all who assisted to keep on-ground and on-line classes going during the pandemic. He also talked about text-a-librarian, the spring semester, and dual credit.

Vice President for Student Affairs Dr. Kristen Alley also talked about the fall semester and the support that NCMC faculty and staff were able to provide for our students. She also mentioned centennial plans, an upcoming financial aid audit, financial aid suspensions, and a student who passed away this fall.

President Lenny Klaver reviewed A+ funding and other state budget news, the federal Covid Relief Package and Grundy County relief funds, spring enrollment, a construction update for the Trenton project, and work at the new Savannah site.

President Klaver recommended approval of the new strategic plan, Plan 2025; Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve Plan 2025. Six votes were cast in favor and none opposed.

After a virtual presentation by auditor Matt Wallace from KPM Auditors and Advisors, Rob Maloney moved and Dr. John Holcomb seconded the motion to approve the FY20 audit report, thanking the NCMC faculty and staff for their work to earn a 'clean' audit. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve renewal of the college's property/casualty/liability insurance through MUSIC for the 2021 calendar year at a cost of \$176,991. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the renewal of a service contract with Network Technology Partners for network security; the annual fee of \$51,000 will be funded by the computer operations budget. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the purchase of nursing testing supplies from ATI of Leawood, KS at a total cost of \$129,850; funds are allotted annually in the nursing program budget for this expense. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve an application for a Non-federal Share Waiver for GHHS Preschool and Early Head Start for 2020-21. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve one-time salary supplements for currently employed (with the College since at least July 1, 2020) full-time and permanent part-time employees for the December 2020 payroll; full-time employees will receive \$500 and permanent part-time employees will receive \$200. Other currently employed full-time and permanent part-time employees hired after July 1, 2020 will receive a pro-rated amount. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to accept the retirement of Mike O'Neal, custodian, effective December 31, 2020. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to accept with reluctance the retirement of Vicki Weaver, Secretary/Clerk to the Board of Trustees, effective December 31, 2020. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the transfer of Jamie Cunningham from Admissions Recruiter to Admissions/International Student Representative effective January 4, 2021; there will be no change in employment status nor salary. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve the employment of Emerita Missie Cotton as an exempt adjunct instructor in the business department. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the employment of Tanda Abernathy as cook at the Milan GHHS Center effective November 30, 2020. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to employ Audra Lee as GHHS Health Specialist effective December 14, 2020. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to employ Kimberly Stallo as Teacher Aide at the GHHS Brookfield A Center effective November 23, 2020. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel and real estate matters, citing statutes 610.021.2 and .3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:29 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tyson Otto.

The Board discussed real estate and personnel items with no action taken.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 6:46 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Vicki Weaver, Board Clerk; and Vice President Tyson Otto.

Dr. NiCole Neal moved and Rob Maloney seconded the motion to revise the job description of Chief of Staff Kristi Harris to add Board of Trustees Clerk and award her a monthly stipend of \$750 for these additional duties effective January 1, 2021; this action will be revisited before employment contracts are offered for FY22. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:49 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

JANUARY 26, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Kristen Alley, Jennifer Triplett, and Tyson Otto, Vice Presidents; Alicia Endicott, Administrative staff; Maryellen Harman, faculty; Sue Ewigman and Janet Gott, representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the Minutes of the NCMC meeting of December 22, 2020 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. Head Start Directors

Head Start Director Sue Ewigman announced the Trauma Start training has been delayed due to COVID-19 and will now begin March 29. Sue reported monthly enrollment numbers and announced the grant has been renewed. Sue discussed health requirements for participants and reported 40 children have quarantined since December for COVID-19. All centers are currently up and running.

B. Vice President for Academic Affairs

Vice President for Academic Affairs Dr. Tristan Londre reported NCMC added four new high schools for dual credit. The upcoming Higher Learning Commission (HLC) re-accreditation is taking place Sept.19-22 for a 10-year comprehensive visit. Preparation is underway with the first written draft completed and being reviewed by employees. It will be presented to trustees once edited. Faculty Convocation is Feb.16 with HLC as the main topic.

C. Vice President for Student Affairs

Vice President for Student Affairs Dr. Kristen Alley thanked the trustees on behalf of her staff for the Dec. salary supplement. Student Affairs is converting forms to an electronic submission platform. Alley discussed promotion of the social worker on campus and the exploration of counseling services. The 2021 commencement will be held on-ground May 8th and speakers will be Director Chris Chinn and Dr. Davin Turner. She also discussed CARES funding distribution and Homecoming is Feb. 27.

D. Chief Information Officer

Chief Information Officer Jennifer Triplett discussed the Softdocs implementation with go-live anticipated for March. Triplett discussed the infrastructure refresh with all major equipment received and upgrades are underway including improvements to data centers, wired and wireless networks, firewalls, and video surveillance. Efforts on the infrastructure refresh will continue through 2021.

E. President

President Dr. Lenny Klaver discussed the residence halls project and announced spring enrollment is up 5.26% in headcount and 0.09% in credit hours. Klaver discussed legislative matters including SB 390 and state budget appropriations. He reiterated the NJCAA guidelines for home games and provided his convocation address. Foundation Director Alicia Endicott reported NCMC will be celebrating the centennial in 2025 and conducting a feasibility study with Rich Gross Solutions.

VI. NEW BUSINESS

A. Hazard Mitigation Resolution

Dr. Tristan Londre presented information on the hazard mitigation resolution and recommended adoption of the resolution. Chris Hoffman moved and Don Dalrymple seconded the motion to adopt the FEMA approved hazard mitigation plan for Grundy County. Six votes were cast in favor and none opposed.

B. Head Start Items

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the Head Start budget revision for indirect costs for both preschool and Early Heads Start for the non-competitive year 1 new grant. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve the Head Start 2021-2022 salary schedule for all Green Hills Head Start employees. Six votes were cast in favor and none opposed.

C. Personnel

1. Employments

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the employment of Amanda Steinman of Stewartsville, MO as Admissions Recruiter effective January 11, 2021. This is a full-time, non-exempt, classified staff position with salary set on the classified staff schedule at 4B-2 (\$12.00/hr). Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the employment of alumna Lindsey Schlarred of Trenton, MO as Custodian effective February 1, 2021. This is a full-time, non-exempt, classified staff position with salary set on the classified staff salary schedule 1B-8 (\$10.32/hr). Six votes were cast in favor and none opposed.

2. Recommendation for Emeritus Status

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve emeritus status for Vicki Weaver recently retired Board Clerk/Secretary; her title will be Secretary Emerita. Six votes were cast in favor and none opposed.

VII. EXECUTIVE SESSION

Chris Hoffman moved and Don Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel and real estate matters, citing statutes 610.021.2 and .3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:05 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

The Board discussed real estate and personnel items with no action taken.

Chris Hoffman moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 6:53 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; and Kristi Harris, Chief of Staff/Board Clerk.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to extend the employment contract of Dr. Lenny Klaver by five years, making it effective through June 30, 2026, with his salary to be set as part of the budget process. Six votes were cast in favor and none opposed.

VIII. ADJOURNMENT

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:59 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

FEBRUARY 23, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center by President Diane Lowrey at 5:31 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Kristen Alley, Jennifer Triplett, and Tyson Otto, Vice Presidents; Amanda Steinman, staff; Maryellen Harman and Cassie Cordray faculty; Connor Passing, Ryan Cook, and Erica Sandoval, students; Sue Ewigman and Janet Gott, representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Rob Maloney seconded the motion to approve the Minutes of the NCMC meeting of January 26, 2021 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introduction

Amanda Steinman-Admissions Recruiter introduced herself to the trustees.

B. Head Start Directors

Head Start Director Janet Gott reported enrollment numbers and continued recruitment. Only one child has been quarantined in the last two-three weeks due to COVID-19 and the Unionville Center closed last week due to the city of Unionville's energy conservation request. An upcoming monitoring visit will be March 22-26 via phone conference for focus area 1. Sue Ewigman, Head Start Director reported a significant section of the visit will be regarding COVID-19 protocol. Chris Hoffman praised Head Start for their job on COVID-19 operations.

C. Vice President for Academic Affairs

Vice President for Academic Affairs Dr. Tristan Londre gave the floor to Education Instructor Cassie Cordray. Instructor Cordray had students from Foundations of Education in attendance, explained board attendance was a hands-on learning activity, and each student introduced themselves to the trustees.

Londre reported first eight-week session is ending March 5 and currently monitoring second eight-week enrollment. He also discussed a collaborative project with the Ronna Owens, Library Assistant and English Instructor Linda Cowling giving students more individualized reading opportunities. Londre discussed continued preparations for the upcoming HLC visit and informed the board they will be questioned mostly over Core Component 2 (Integrity), how they interact with the college, and stay knowledgeable.

D. Vice President for Student Affairs

Vice President for Student Affairs Dr. Kristen Alley reported NCMC received Military Friendly designation and work continues on electronic forms. Alyssa Olson was nominated for the Newman Civic Fellowship program and Yasser Rondon's family will be recognized as Family of the Year. Alley reported on homecoming activities and a Student Senate blood drive. Holcomb inquired about partnering with the Community Blood Center. Alley will extend an invitation. She discussed new residence hall finishes, draft Cohort Default Rate, and the A+ Outstanding Student award. Advising for summer/fall begins April 5. There are currently 0 active or quarantine COVID-19 cases for students and employees. \$353,600 went to students in COVID funds.

E. Chief Information Officer

Chief Information Officer Jennifer Triplett provided an update on the infrastructure refresh project that includes improvements to data centers, wired and wireless networks, firewalls, and video surveillance system. Triplett reported new data center hardware was installed, data center migration was successfully completed, and new firewalls were installed. The next steps include continued performance monitoring, installation of edge switches, wireless points, and additional cameras.

F. President

President Dr. Lenny Klaver reported admission applications are up by 105 from last year for fall 2021. Residence hall construction has resumed, he is awaiting a block grant reply for the Savannah location, and planning is underway for a practice facility expansion. Klaver reported NCMC will receive \$1.4 million institutional CARES Act funding and plans for possible utilization include a mental health counselor, transportation, HVAC filtering, and additional IT upgrades. Klaver was assigned to an NJCAA task force to review division III, third-year eligibility. Rich Gross Solutions was selected as a feasibility study consultant.

VI. NEW BUSINESS

A. Proposed Board Policy Virtual Day *first reading*

Kristi Harris presented a draft Virtual Day policy and recommended adopting policy 3.19.5 to the Board Policy Manual. Don Dalrymple moved and Dr. Holcomb seconded the motion to waive the first reading requirement and approve policy 3.19.5 as presented. Six votes were cast in favor and none opposed.

B. Head Start Item: Child Selection Criteria

Janet Gott and Sue Ewigman presented the 2021-2022 GHHS Child Selection criteria. Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the application for the updated Green Hills Head Start Child Selection criteria for the 2021-2022 year. Six votes were cast in favor and none opposed.

C. Transfer of Instructional Equipment

Dr. Tristan Londre presented a recommendation to transfer ownership of a training robot to the Grand River Technical school. Dr. Holcomb raised a question about DESE approval and Londre verified this was granted. Chris Hoffman moved and Don Dalrymple seconded the motion to transfer ownership of the Mitsubishi RH-6FH3520-D1-S13 training robot to Grand River Technical School. Six votes were cast in favor and none opposed.

D. Personnel

1. Tenure Recommendations

Dr. John Holcomb moved and Don Dalrymple seconded the motion to award tenure to full-time faculty members Jeffrey Grell, Dr. Lindsay Oram, and December Noel Staddie with their next full-time teaching contracts. Six votes were cast in favor and none opposed.

2. Resignations

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the resignation of Kristie Cross, Director of Admissions and Marketing effective May 14, 2021. Six votes were cast in favor and none opposed. Dr. Holcomb thanked Kristie for her service.

Chris Hoffman moved and Don Dalrymple seconded the motion to accept the resignation of Kevin Hutchison, Maintenance Worker effective February 26, 2021. Six votes were cast in favor and none opposed.

3. Retirement

Chris Hoffman moved and Dr. John Holcomb seconded the motion to accept the retirement of Steve Richman, Athletic Director/Head Softball Coach and faculty effective June 30, 2021. Six votes were cast in favor and none opposed.

4. Job Descriptions

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the revised job descriptions for Athletic Director and Director of Marketing and Admissions. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve a full-time position and job description for Nursing Faculty at the Maryville site. Six votes were cast in favor and none opposed.

VII. EXECUTIVE SESSION

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel, real estate matters, and scholastic probation citing statutes 610.021.2.,3, and .6 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:08 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

The Board discussed real estate, personnel, and scholastic probation items with no action taken.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 6:38 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

Discussion was held about a possible board self-evaluation and spring retreat. President Lowrey asked the trustees to determine possible dates and topics for the retreat. Discussion was also held about the upcoming NCMC Foundation Pirates Ball, event itinerary, and venues. No retreat date was set, nor any action taken.

VIII. ADJOURNMENT

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:45 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

March 23, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees meeting room, Frey Administrative Center, by President Diane Lowrey at 4:01 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Kristen Alley, Jennifer Triplett, and Tyson Otto, Vice Presidents; Whitney Trump, Shonda Baker, staff; Maryellen Harman and Susan Stull, faculty; Sue Ewigman and Janet Gott, representing GHHS; and Marcus Clem, Ronda Lickteig and Jennifer Thies, representing the news media.

Diane Lowrey proposed to amend the agenda to add item G. Board Retreat under New Business. Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the meeting agenda as amended. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the Minutes of the NCMC meeting of February 23, 2021 and the WIB meeting of March 2, 2021 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introduction

Shonda Baker-Student Accounts Specialist introduced herself to the trustees.

Mitch Holder joined the meeting at 4:16 p.m.

B. Head Start Directors

Head Start Director Janet Gott reported enrollment numbers and continued recruitment. 11 slots remain to be filled and they are actively recruiting for the next year with several applications already. A monitoring review continues this week with progress, so far, going well with no concerns. Sue Ewigman reported they are

finishing year 49 with a 0 balance. Chris Hoffman stated he was impressed with how prepared the staff and policy council were for their monitoring review.

C. Vice President for Academic Affairs

Vice President for Academic Affairs Dr. Tristan Londre reported the associate ADN program has received full accreditation through CNEA. He noted this accreditation is voluntary as a mark of quality and is in addition to required state approvals. Londre also reported NCMC has completed process to become a Cisco Networking Academy and a NCMC recently held a successful A+/dual credit coordinator meeting. Londre discussed the upcoming HLC visit and provided trustees with sample questions they might be asked during the visit.

D. Vice President for Student Affairs

Vice President for Student Affairs Dr. Kristen Alley provided and explained an A+ report. Alley reported a slow return to normalcy in the residence halls and a finalized housing agreement. Karen Isaacs last day was Monday and Salem Croy began as part-time Academic Records Clerk. This year, NCMC will award 473 degrees and certificates to 432 unduplicated applicants. Alley reported on the NASFAA standards of excellence review, the marketing click rate is above 10%, and the Diversity and Inclusion event is Thursday.

E. Chief Information Officer

Chief Information Officer Jennifer Triplett provided an update on the infrastructure refresh project that includes improvements to residence halls wireless access and new network switches and replacement wireless access points in campus buildings. The next steps will be additional switch and wireless access point replacements, troubleshooting issues, video surveillance camera installation, and outdoor wireless access points and antennas for parking lot coverage. The IT team installed 33 switches and 122 wireless access points in four days.

F. President

President Dr. Lenny Klaver reported on SB 390 which passed the education committee today. Klaver also reported on house recommendations for the budget and the retirement of Senator Blunt. NCMC will receive an estimated \$3.5 million in higher education emergency relief funds with half going to aid students. Klaver reported on residence hall construction progress and a GEERS Excel proposal. Klaver discussed Phil Hoffman elected to the CBHE, Head Start and financial aid review, the Pirates Ball, and Rich Gross Consulting progress.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Head Start Items

Sue Ewigman discussed and recommended approval of the Head Start Home Base Service Options During a Pandemic revision for 2021. Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the revision as presented. Six votes were cast in favor and none opposed.

Sue Ewigman presented the Head Start Policy Council Bylaws for 2021-2022. Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the Head Start Policy Council Bylaws for 2021-2022 as presented. Six votes were cast in favor and none opposed.

B. Consideration of Bids/Purchases

Tyson Otto presented a recommendation to purchase a motor coach from Master's Transportation. Chris Hoffman moved and Dr. John Holcomb seconded the motion to accept of the lowest bid and purchase of a 2021 Freightliner Glaval, 40-passenger shuttle bus from Master's Transportation of Belton, MO for \$142,500. Six votes were cast in favor and none opposed.

Jennifer Triplett presented a recommendation to purchase a Proofpoint email security service upgrade. Dr. John Holcomb moved and Chris Hoffman seconded the motion to upgrade email security coverage with expanded Proofpoint services at a cost of \$33,332 for one year of service as part of a state approved contract. Six votes were cast in favor and none opposed.

C. Consideration of a Four-Day Work Week

Kristi Harris presented a recommendation for a summer four-day work week with casual attire. Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve a four-day work week from May 10, 2021-August 12, 2021 with casual attire permissible during this period. Six votes were cast in favor and none opposed.

D. Consideration of FY-2021-2022 Tuition/Fees

Tyson Otto presented a recommendation for tuition and fees. Dr. NiCole Neal moved and Chris Hoffman seconded the motion to set the 2021-2022 tuition and fees as proposed. Six votes were cast in favor and none opposed.

E. Consideration of FY 2021-2022 Room/Board Rates

Dr. Kristen Alley presented a recommendation for room and board fees. Chris Hoffman moved and Dr. John Holcomb seconded the motion to set the 2021-2022 room and board fees as proposed. Six votes were cast in favor and none opposed.

F. Personnel

1. Retirement

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the retirement of Stan Scott, Industrial technology Instructor effective June 30, 2021. Six votes were cast in favor and none opposed.

2. Employment Transfers

Chris Hoffman moved and Rob Maloney seconded the motion to approve the transfer of Megan Pester from Marketing Specialist to Director of Marketing and Admissions effective April 1, 2021 as a full-time, exempt, AMP position set in the AMP group 3 (\$54,000 annual salary). Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Rob Maloney seconded the motion to approve the transfer of Nathan Gamet from Director of the Ketcham Center to Athletic Director effective July 1, 2021 as a full-time, exempt, AMP position

set in the AMP group 3 (\$63,000 annual salary). Gamet will still hold Ketcham Community Center Director duties. Six votes were cast in favor and none opposed.

3. Employments

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the employment of Tarasa Gardner as an exempt adjunct instructor for Yoga courses beginning fall 2021. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the re-employment of the list of full-time faculty as presented for the 2021-2022 year, pending any staffing reductions related to loss of state/federal revenue, with all salaries to be set at a later date. Six votes were cast in favor with none opposed.

4. Job Descriptions

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to approve the revised job description for Library Assistant II-Testing Center Coordinator. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve a new full-time, exempt, AMP position and job description for Athletic Trainer effective for the new 2021-2022 fiscal year. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the revised job description for Enrollment Marketing Specialist. Six votes were cast in favor and none opposed.

G. Board Retreat

President Lowrey discussed a possible board retreat after commencement. Lowrey asked the trustees to submit tentative dates and discussion items.

VIII. ADJOURNMENT

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 5:10 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

April 27, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room of the Ketcham Community Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Kristen Alley, Jennifer Triplett, and Tyson Otto, Vice Presidents; Megan Pester, Nate Gamet, Mitch Holder staff; Maryellen Harman and Lindsay Oram, faculty; Kaden Koch, student; Sue Ewigman and Janet Gott, representing GHHS; and Marcus Clem, Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the minutes of the NCMC meeting of March 23, 2021 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Rob Maloney seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. North Belt Center

Erin Gardner, Associate Director of Admissions provided an update on the North Belt Center. Erin discussed location offerings, programs, and marketing and communication efforts. Erin also discussed partnership efforts with the Savannah community.

B. Marketing and Admissions

Megan Pester, Director of Marketing and Admissions provided the trustees a comprehensive marketing plan and recruitment initiatives. Megan discussed marketing and admission efforts and provide an update on current initiatives such as the website, search click rate, and decision day. She discussed future projects and initiatives for both marketing and admissions. Pester also reported six international students will be graduating.

C. Athletics/Ketcham

Nate Gamet, Ketcham Community Center Director provided an update and outlook for the future of athletics and the Ketcham Center. Nate discussed progress on the Athletic Trainer position, and his outlook for his role of Athletic Director that includes responsible fiscal management, building community involvement, Booster Club development, and growing athletic programs. Dr. John Holcomb inquired about the Athletic Hall of Fame and Nate stated he has plans to continue and improve.

D. Faculty Senate Negotiations Committee

Maryellen Harman, History and Spanish Instructor and Dr. Lindsay Oram, Psychology Instructor provided the trustees a comprehensive one-year salary adjustment proposal for non-nursing faculty for the 21-22 fiscal year. Harman and Oram discussed the plan in detail and provided explanations on data, information, and the requests included. The proposal includes an increase in base, continued 100% college paid health insurance, increase to adjunct/overload pay, and cost of living priorities. Harman and Oram fielded questions and trustee discussion.

E. Head Start Directors

Sue Ewigman and Janet Gott, Head Start Director provided the trustees the annual Head Start self-assessment. Sue discussed what the self-assessment is, what it is used for, and discussed self-assessment goals and modifications as it relates to COVID-19. Janet provided an update on recruitment numbers and efforts and operational plans for the upcoming year. The Trenton Head Start Center will have a ribbon cutting ceremony on May 18th.

F. Vice President for Academic Affairs

Dr. Tristan Londre, Vice President for Academic Affairs provided the trustees an academic affairs report and discussed finals schedule, and summer session offerings. NCMC will be moving to as close to normal offerings as possible for fall. Dr. Londre also provided an HLC update regarding possible outcomes of a comprehensive evaluation.

G. Vice President for Student Affairs

Dr. Kristen Alley, Vice President for Student Affairs provided the trustees a student affairs report and discussed the admissions funnel inquiry to admit, innovative marketing efforts, and the Standards of Excellence Audit review. Dr. Alley also discussed catalog changes, orientation sessions are filled, and housing applications are up with high interest in the new residence halls. Alley provided information on the recent vaccine clinic on campus and provided commencement directions, updates, and details.

H. Chief Information Officer

Jennifer Triplett, Chief Information Officer provided the trustees an IT services update and discussed infrastructure refresh projects including data centers, wired/wireless networks, firewalls, and video surveillance. Jennifer gave an update on April progress and the focus for May. Triplett also provided an update on the website progress stating roughly 15% of the entire site is updated and current focus is on academic pages.

I. President

Dr. Lenny Klaver, President provided the trustees a presidential update and discussed legislative matters including Senate Bill 390, core funding increases, and possible capital improvement funding. Dr. Klaver discussed the submitted grant proposals GEERS Excel Funding and the CDB grant. Dr. Klaver discussed a

possible grant writer position and provided enrollment, and athletic updates. Klaver briefed on recent events and positive comments he received regarding the nursing program and men's basketball.

V. UNFINISHED BUSINESS

Diane Lowrey, Board President discussed date options and topics for a board retreat. Date options and topics were presented. Possible topics include upcoming HLC visit, board self-evaluation, presidential evaluation, and the capital campaign. Lowrey asked all topics to be submitted to the Board Clerk by May 15th. Chris Hoffman moved and Don Dalrymple seconded the motion to have a spring board retreat on May 27th at 3:00 p.m. until 7:00 p.m. with a location TBD. Six votes were cast in favor and none opposed.

VI. NEW BUSINESS

A. Consideration of Bids and Purchases

Tyson Otto presented a recommendation to renew NCMC's employee health care insurance for the 2021-2022 year. Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to renew NCMC's employee health insurance for the 2021-2022 year with United Health Care at the rates as presented with the college continuing to cover 100% of the monthly premium costs for employee coverage on the first two options listed and in addition to the monthly premium, NCMC continue to contribute \$60/month to an employee's health savings account. Six votes were cast in favor and none opposed.

B. Consideration for Special Meetings

Tyson Otto presented a special meeting request for May 11th to discuss Derry building bids and Kristi Harris, on behalf of the NCMC Foundation, requested a special meeting for May 20th with the NCMC Foundation. Chris Hoffman moved and Don Dalrymple seconded the motion to approve setting two special board meetings in May the first on May 11th at 12:00 p.m. in the president's office and the second on May 20th at 5:30 p.m. in the Alexander Student Center lower-level with the NCMC Foundation Board of Directors. Six votes were cast in favor and none opposed.

C. Head Start Items

Sue Ewigman discussed and recommended approval of the Head Start Supplemental Application for the Cost of Living Adjustment (COLA) for the 2021-2022 year. Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the Head Start COLA application for the 21-22 year. Six votes were cast in favor and none opposed.

Sue Ewigman presented the 2021 Head Start Public Complaint Policy. Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the 2021 Head Start Public Complaint Policy and Internal Dispute Resolution Procedure. Six votes were cast in favor and none opposed.

D. Faculty Senate Constitution and By-Law Changes

Dr. Tristan Londre presented and discussed changes to the Faculty Senate Constitution and By-Law changes. Chris Hoffman moved and Don Dalrymple seconded the motion to approve the recommended changes to the Faculty Senate Constitution and By-Laws as presented. Six votes were cast in favor and none opposed.

E. Personnel

1. Head Start Resignation

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the resignation of Tanda Abernathy as Cook at the Milan Head Start Center effective March 22, 2021. Six votes were cast in favor and none opposed.

2. Recommendation for Emeritus Status

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve emeritus status for Steve Richman as faculty emeritus upon retirement. Six votes were cast in favor and none opposed.

3. Employments

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the employment of Cydney Moppin as Nursing Instructor effective August 18, 2021 as a full time, exempt, faculty position with salary set on the nursing faculty salary schedule at B-1. Six votes were cast in favor and none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the employment of Kerry Savage as NCMC/WDB Compliance Coordinator effective April 12, 2021 as a full-time, non-exempt, classified staff position set on the WDB salary schedule grade 2, step 3. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of Kelsey Jensen as adjunct instructor for Therapeutic Massage courses and curriculum effective May 10, 2021 at the current adjunct rate. Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the employment of Kari Smith, Jordain Oshel, and Rebeca Myers as clinical instructors effective April 28, 2021 at the current clinical rate. Six votes were cast in favor and none opposed.

4. Revised and New Job Descriptions

Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve a new full-time faculty position and job description for Diagnostic Imaging Instructor for the 2021-2022 fiscal year. Discussion was held with Hoffman concerned about faculty positions being taken from main campus. Dr. Londre provided insight on the rationale and plan for academic instruction at main. Six votes were cast in favor and none opposed.

Rob Maloney moved and Chris Hoffman seconded the motion to approve the addition of a new full-time AMP position and job description for Campus Activities Coordinator/Head Softball Coach effective for the 2021-2022 fiscal year pending budgetary allowance. Six votes were cast in favor and none opposed.

VII. EXECUTIVE SESSION

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel and real estate matters citing statutes 610.021.3 and 610.021.2 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 7:10 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice President of Academic Affairs Dr. Tristan Londre.

The board discussed personnel and real estate with no action taken.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Sugg Room, Ketcham Community Center, at 7:25 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris Chief of Staff/Board Clerk; and Vice President of Academic Affairs Dr. Tristan Londre.

Dr. NiCole Neal offered praise and thanks to Dr. Tristan Londre and the academic team for NCMC's course offerings and catalog arrangement.

VIII. ADJOURNMENT

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:26 p.m.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

May 11, 2021

I./II. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting Room in the Frey Administrative Center, by Vice President Dr. NiCole Neal at 12:00 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Alicia Endicott and Randy Young staff; Ronda Lickteig and Jennifer Thies, representing the news media, and Jeremy Proctor from Ellison-Auxier.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the meeting agenda as presented. Four votes were cast in favor and none opposed.

Rob Maloney joined the meeting at 12:02 p.m.

III. NEW BUSINESS

A. Consideration of Construction Bid

Jeremy Proctor presented bids for construction of the new Derry indoor practice facility. Alicia Endicott stated a donor for the project is ok with postponement. Dr. Klaver discussed rejecting bids and Tyson Otto discussed project costs. Chris Hoffman moved and Don Dalrymple seconded the motion to reject the bids for construction of the new Derry indoor practice facility and postpone the project for future review in hopes further fundraising can occur and construction materials will moderate. Five votes were cast in favor and none opposed.

B. Approval of Architect Invoice

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve payment to Ellison-Auxier Inc. in the amount of \$43,680 for project design services and fees. Five votes were cast in favor and none opposed.

C. Employment Transfer

Dr. John Holcomb moved and Rob Maloney seconded the motion for the transfer of Amanda Steinman to Enrollment Marketing Specialist effective May 17, 2021 as a full-time, exempt, AMP position set on the AMP group 5 salary scale. Five votes were cast in favor and none opposed.

IV. EXECUTIVE SESSION

Don Dalrymple moved and Rob Maloney seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel and real estate matters citing statues 610.021.3 and 610.021.2 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Maloney, aye; and Neal, aye.

Vice President Neal called the Executive Session to order at 12:20 p.m. in the Sugg Room, Ketcham Community Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President and Kristi Harris, Chief of Staff/Board Clerk.

The board discussed personnel and real estate with no action taken.

Don Dalrymple moved and Chris Hoffman seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Maloney, aye; and Neal, aye.

Vice President Neal called the regular session to order in the Board of Trustees Meeting room at the Frey Administrative Center, at 12:30 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President and Kristi Harris Chief of Staff/Board Clerk.

Chris Hoffman discussed board retreat topics and reminders were given for upcoming May meetings.

V. ADJOURNMENT

Don Dalrymple moved and Chris Hoffman seconded the motion to adjourn the regular meeting of the Board of Trustees. Five votes were cast in favor and none opposed. Vice President Neal declared the meeting adjourned at 12:37 p.m.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES/FOUNDATION BOARD OF DIRECTORS
NORTH CENTRAL MISSOURI COLLEGE**

May 20, 2021

CALL TO ORDER/APPROVAL OF THE AGENDA

The special meeting of the Board of Trustees, North Central Missouri College, was called to order by President Diane Lowrey at 5:34 p.m. in the lower level of the Alexander Student Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey and Rob Maloney. Dr. NiCole Neal was absent. Also present were Dr. Lenny Klaver, College President; Kristi Harris, Board Clerk; Alicia Endicott, administrative staff; Tricia Key, classified staff; Foundation Board of Directors members Allen Seidel, Seth Cox, Cathy Bailey, Eric Hauck, Harry Bratton, Gary Black, Cathy McKay, David Nowland, Scott Wilson, Phyllis Jackson and Treasurer Cara Farmer by phone. Absent were Beth Boxley, Chad Boyd, Glenda Homedale, Phil Hamilton, Jenna Eads, and Jeff Crowley.

Cathie Smith joined at 5:39 p.m.

The Foundation conducted business for their quarterly meeting including approval of the funding for two positions for North Central Missouri College; a grant writer and a part-time development position. NCMC President Lenny Klaver gave an update on the state of the college, focusing on the spring semester, enrollment, construction projects, funding, and future plans.

ADJOURNMENT

Don Dalrymple moved and Rob Maloney seconded the motion to adjourn the special meeting of the Board of Trustees. Five votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:01 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

May 25, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting room, Frey Administrative Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Kerry Savage staff; Maryellen Harman and Lindsay Oram, faculty; Sue Ewigman, Janet Gott, and Tina Marrs representing GHHS; and Alexis Russell, Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the minutes of the NCMC meetings of April 27, May 11, and May 20 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. NiCole Neal moved and Rob Maloney seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

President Lowrey called Rhonda Lickteig to the floor to introduce Alexis Russell, intern for the Republican Times.

A. New Employee Introduction

Kerry Savage, WIOA/NCMC Compliance Coordinator introduced herself to the Board of Trustees.

B. Head Start Directors

Janet Gott discussed a recent ribbon cutting for the new Head Start Center in Trenton and provided an update on Trauma Smart training. Gott also discussed recruitment efforts and the hope to have all spots filled by June 1. All centers are finished except Unionville which will end on May 27. She provided an update on the Focus area 1 report that had no findings. Sue Ewigman discussed covid relief funding allocations and Tina Marrs provided a review of the self-assessment outcomes. The formal assessment report will be future board approval.

C. Vice President of Business and Finance

Tyson Otto provided the trustees a consolidated budget update for the 2021-2022 year which included projections on revenues and expenditures with total consolidated income projected to be \$13,262,592.00 and total consolidated expenditures projected to be \$13,086,668. Trustees will receive a detailed budget at the June meeting. Discussion was held about enrollment projection.

D. Vice President for Academic Affairs

Dr. Tristan Londre provided information on a recent visit from delegation representing the Kingdom of Tonga, the Savannah Homecoming parade, and the Higher Learning Commission report on NCMC's quality initiative. NCMC was notified its quality initiative has been accepted with success. The annual dual credit/adjunct workshop is June 23.

E. Vice President for Student Affairs

Tabled to President's Report.

F. Chief Information Officer

Jennifer Triplett provided the trustees an IT services update and discussed infrastructure refresh projects including data centers, wired network, wireless network, firewalls, and video surveillance system. IT recently replaced wireless access points in Ketcham, worked with vendors to improve data center stability, transitioned servers, upgraded support systems, and updated the Proofpoint email security system. Triplett also provided an update on upcoming projects and upgrades.

G. President/Vice President of Student Affairs

Dr. Lenny Klaver, provided Dr. Kristen Alley's Vice President of Student Affairs report. Klaver discussed commencement, HEERF funding, and progress on the residence hall construction. He discussed enrollment and marketing efforts including summer OARs. In the President's report, Dr. Klaver discussed enrollment projections, state budget, and the Savannah project. He provided information on the two phases of the Savannah project. Phase 1 includes renovation of an existing building and phase 2 includes new construction adjacent to the existing building. The Savannah project will eventually merge Maryville, Bethany, and the North Belt centers into one location.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Consideration of Bids and Purchases

Tyson Otto presented a recommendation on a lease prepayment for student housing. Dr. John Holcomb moved and Chris Hoffman seconded the motion to approve prepayment on a lump sum for the new student housing project in the amount of \$1.2 million to Weldon Builders and Construction. Six votes were cast in favor and none opposed.

B. Memorandum of Understanding

Dr. Lenny Klaver presented and discussed a recommendation to accept a Memorandum of Understanding between Metropolitan Community College and NCMC reassigning Buchanan County to the NCMC service Region. Dr. John Holcomb moved to accept and adopt the Memorandum of Understanding with an amendment to strike the language “until another change of service area is made” under “Now” number two. Don Dalrymple seconded the motion. Six votes were cast in favor of accepting the amended MOU and none opposed.

C. Board Policy Change

Kristi Harris presented a recommended policy change for section 5.7.1.2 related to salary increases. Dr. John Holcomb moved to waive the first reading and approve the changes to board policy 5.7.1.2 as presented. Don Dalrymple seconded the motion. Six votes were cast in favor and none opposed.

D. Continuance of Audit Services

Tyson Otto presented a recommendation to continue auditing services. Dr. NiCole Neal moved to approve the continuation of auditing services for the next three years with KPM CPAs and Advisors of Springfield, MO at the annual costs of \$45,000, \$45,600, and \$46,100, respectively. Chris Hoffman seconded the motion. Six votes were cast in favor and none opposed.

E. 2021-2022 Salaries

Tyson Otto presented the 2021-2022 proposed salaries, schedules, and stipends. Chris Hoffman moved to approve the 2021-2022 year NCMC salary schedules, salaries, and stipends as presented. Dr. John Holcomb seconded the motion. Six votes were cast in favor and none opposed.

F. Personnel

1. Resignation

Don Dalrymple moved to accept the resignation of Traci Norris, Mathematics Instructor effective June 30, 2021. Dr. NiCole Neal seconded the motion. Six votes were cast in favor and none opposed.

2. Employments

Dr. John Holcomb moved to approve the employment of Megan Erickson as an exempt, full-time, AMP staff in the position of Athletic Trainer beginning August 2, 2021. Don Dalrymple seconded the motion. Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved to approve the employment of Janna Ingram as Behavioral Health Instructor as a full-time, exempt, faculty beginning August 18, 2021 and as an adjunct instructor for summer 2021. Dr. John Holcomb seconded the motion. Six votes were cast in favor and none opposed.

Chris Hoffman moved to approve the employment of Cassie Franken as an exempt, adjunct instructor for imaging courses beginning summer 2021. Rob Maloney seconded the motion. Six votes were cast in favor and none opposed.

Dr. NiCole Neal moved to approve the employment of Alex Holcer as an exempt, clinical instructor at the current clinical rate beginning fall 2021. Dr. John Holcomb seconded the motion. Six votes were cast in favor and none opposed.

4. Revised and New Job Descriptions

Don Dalrymple moved to approve the revised job description and duties for the AMP position Senior Network/Security Administrator. Rob Maloney seconded the motion. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved to approve the addition of a new full-time AMP position and job description for Athletics Assistant with coaching duties effective for the new 2021-2022 fiscal year. Chris Hoffman seconded the motion. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved to approve the addition of a new full-time AMP position and job description for Digital Media Specialist effective for the new 2021-2022 fiscal year. Don Dalrymple seconded the motion. Six votes were cast in favor and none opposed.

Don Dalrymple moved to approve the addition of a new full-time AMP position and job description for Grant Writer effective for the new 2021-2022 fiscal year. Dr. NiCole Neal seconded the motion. Six votes were cast in favor and none opposed.

VIII. ADJOURNMENT

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:35 p.m.

**MINUTES OF THE SPRING RETREAT OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

May 27, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The spring retreat of the Board of Trustees, North Central Missouri College, was called to order in The Space, downtown Trenton by President Diane Lowrey at 3:15 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, and NiCole Neal. Also present were Kristi Harris, Board Clerk; Tyson Otto, Tristan Londre, Kristen Alley, Jennifer Triplett, and Mitch Holder, staff.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the meeting agenda as presented. Five votes were cast in favor and none opposed.

II. DISCUSSION

A. HLC Visit

Dr. Tristan Londre discussed the upcoming HLC visit and tentative schedule for the trustees. Londre went over what to expect and reviewed a series of topics that could be presented to them. The Trustees discussed various components of the board structure, training, and responsibilities. No action was taken.

Dr. Lenny Klaver joined the meeting at 3:30 p.m.

B. Corporate Tuition Rate

Dr. Tristan Londre discussed a request received for a corporate tuition rate. This would allow corporations and businesses a discounted tuition rate for their employees enrolling at NCMC. Discussion was held, no action was taken.

C. Academic Honesty/Drug Use Policies

Dr. NiCole Neal asked for clarification on the academic honesty and drug use policies and how they are enforced. The policies were reviewed as well as the process for enforcement and who handles the situations. Solutions NCMC has in place for academic honesty, specifically technology and monitoring, were discussed. No action was taken.

D. Capital Campaign

Dr. Lenny Klaver reviewed the capital campaign progress thus far and provided the board an update on the timeline for expected results from the study. Rich Gross Solutions will have a report ready by the end of June and positive feedback has been given regarding the research so far. Discussion was held about capital campaign fundraising goals, timelines, and expectations. No action was taken.

Rob Maloney joined the meeting at 4:05 p.m.

E. Compensation

Chris Hoffman asked for clarification on the faculty compensation scale, overload amounts, and what defines a full course. Teaching loads including overload, compensation, and course schedules/offerings were reviewed. Dean Holder discussed the structure of course offerings and explained how course analysis and cost analysis are reviewed for operational efficiency. Past compensation increases and retention were reviewed. Contract lengths and equitable compensation were discussed as well as adjunct course assignments. No action was taken.

President Lowrey called for a short break.

F. President Evaluation

President Lowrey discussed the presidential evaluation structure and asked for feedback from the trustees regarding preference on numerical ratings vs. open ended questions. Lowrey asked the trustees to have questions developed by November, evaluations provided in December, and the evaluation compiled and completed in January. No action was taken.

G. Board Self-Evaluation

President Lowrey discussed developing a board self-evaluation and would like to have a retreat in both the fall and the spring from now on. She would also like to see trustees attend more conferences and trainings. Self-evaluation examples were provided and discussed. The board will have a fall retreat and conduct a self-evaluation tentatively in September. No action was taken.

III. ADJOURNMENT

Don Dalrymple moved and Chris Hoffman seconded the motion to adjourn the spring retreat of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:40 p.m.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

June 22, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting room, Frey Administrative Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre, Kristen Alley, and Tyson Otto, Vice Presidents; Maryellen Harman, faculty; Janet Gott, representing GHHS; Brent Stevens representing NW WDB and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the meeting agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the minutes of the NCMC meetings of May 25 and May 27 and the NW WDB meeting of June 1 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. NiCole Neal moved and Rob Maloney seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. Head Start Directors

Janet Gott discussed recruitment efforts and provided an update on available slots. Gott reported on current efforts including health screenings, rotary presentations, and community assessments. She also discussed changes regarding protocol including no more drop offs for home visitors and covid flexibility ending.

B. Vice President for Academic Affairs

Dr. Tristan Londre reported information about upcoming events including the dual credit and adjunct workshop on June 23, and the North Central Missouri Teacher Energizer on August 5. Londre also discussed pandemic classroom guidance and the Savannah project. Planning is underway for the Savannah location with the Savannah community receiving a \$500,000 block grant on NCMC's behalf for building renovation. He also provided an update on Tongan students; NCMC personnel will attend an upcoming fundraising event.

C. Vice President for Student Affairs

Dr. Kristen Alley shared an update on HEERF II and III funding disbursement. Funds are offered for new students for three credit hours and plans are underway to disburse block grants to students based on EFC. Alley also updated the trustees on residence life numbers. There are 40 men contracts and 48 women contracts with more anticipated. She provided the trustees information on summer OAR sessions and financial aid efforts.

D. Chief Information Officer

Dr. Lenny Klaver provided Jennifer Triplett's Chief Information Officer report. Klaver discussed the infrastructure refresh project improvements and provided an update on current efforts including proofpoint email security and sharepoint sites.

E. President

Dr. Lenny Klaver discussed the Governor's visit to Barton Farm Campus and the CBHE retreat. He provided the trustees information and statistics about Missouri employment and educational projections. Klaver also discussed recent events including the Northwest Commissioners retreat, Lincoln Days, and the freshmen legislators tour. He provided an enrollment report and an update on Buchanan County efforts. He then gave the floor to Dr. Londre to discuss the Savannah project.

Dr. Londre provided more details about the Savannah project including a recent meeting with Ellison Auxier and estimated timelines. Project completion is anticipated for summer 2022 phase 1 completion that includes opening the renovated building and fall 2023 phase 2 completion for the new building.

Dr. Lenny Klaver provided the trustees a state FRA extension update cautioning if the state cannot come to an agreement, NCMC would face withholds and have to adjust the budget accordingly.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Consideration of Bids and Purchases

Dr. Lenny Klaver presented a recommendation on behalf of Jennifer Triplett on an IT infrastructure refresh lease payoff. Dr. John Holcomb moved and Don Dalrymple seconded the motion to pay-off the remainder of the lease for equipment and services purchased as part of the 2020/2021 IT Infrastructure Refresh to De Lage Landen Public Finance LLC in the amount of \$756,748.57. Six votes were cast in favor and none opposed.

Dr. Lenny Klaver presented a recommendation on behalf of Jennifer Triplett for an IT hardware purchase. Chris Hoffman moved and Dr. NiCole Neal seconded the motion to purchase IT equipment and licenses through CDW-G in the amount of \$43,145.52. Six votes were cast in favor and none opposed.

B. Head Start Self-Assessment Plan

Janet Gott provided information on the Head Start Self-Assessment Plan. Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the Head Start Self-Assessment plan as presented. Six votes were cast in favor and none opposed.

C. 2021-2022 College Catalog

Dr. Tristan Londre discussed the catalog and the addition of Juneteenth to the college catalog making it an employee holiday paid day off beginning with the 21-22 academic year. Chris Hoffman moved and Don Dalrymple seconded the motion to approve Juneteenth as a holiday for NCMC. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the 2021-2022 NCMC college catalog. Don stated the campus map needs to be updated to include the new residence halls. Dalrymple amended the motion to approve the 2021-2022 college catalog *with the campus map to be updated*. Neal seconded the motion to amend. Six votes were cast in favor and none opposed.

D. 2021-2022 NCMC Budgets

Tyson Otto presented the 2021-2022 NCMC budgets. Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve of the 2021-2022 NCMC unrestricted/operational budget and the auxiliary services budget as presented with combined expenses of \$13,133,735 and revenues of \$13,294,597, resulting in a total projected surplus of \$160,862. Six votes were cast in favor and none opposed.

Dr. John Holcomb expressed his gratitude to Dr. Klaver and his team for navigating NCMC through the past year.

E. PY 2021 NW WDB Budget and Salaries

Brent Stevens presented the PY 2021 NW WDB budget and salaries. Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the WDB PY21 administrative budget/salaries with expenses of \$240,685.44 and revenues of 240,399 resulting in a deficit of \$286.68. Six votes were cast in favor and none opposed.

F. Personnel

1. 2021-2022 Organizational Chart

Kristi Harris presented and discussed updates to the 2021-2022 NCMC organizational chart. Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the updated 2021-2022 NCMC organizational chart as presented. Six votes were cast in favor and none opposed.

2. Resignation

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to accept the resignation of Stacey Russell, SSS Academic Advisor effective June 30, 2021. Six votes were cast in favor and none opposed. The trustees thanked Stacey for her compassionate work with students.

3. Transfers

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the transfer of Lesli Collins to Campus Activities Coordinator, while retaining her Assistant Women's Basketball Coaching duties, as an exempt, full-time, AMP beginning July 1, 2021. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the transfer of Sara Van Dyke to Ketcham Community Center Facilities Coordinator/Head Softball Coach as an exempt, full-time, AMP beginning July 1, 2021. Six votes were cast in favor and none opposed.

4. Employments

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the employment of Mallary Hann as Diagnostic Imaging Instructor and Coordinator as an exempt, full-time, faculty beginning July 1, 2021. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of Rick Sharp as Industrial Technology Instructor as a full-time, exempt, faculty beginning August 18, 2021. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the employment of Rick Cole as Digital Media Specialist as exempt, full-time, AMP beginning July 1, 2021. Six votes were cast in favor and none opposed.

Don Dalrymple moved and Rob Maloney seconded the motion to approve the employment of Matthew Johnson as Mathematics Instructor as exempt, full-time, faculty beginning August 18, 2021. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of Nate Swann as Head Men and Women's Golf Coach/Athletics Assistant as exempt, full-time, AMP beginning July 6, 2021. Six votes were cast in favor and none opposed.

VII. EXECUTIVE SESSION

Don Dalrymple moved and Chris Hoffman seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel, legal, and real estate matters citing statues 610.021.3, 610.021.1, and 610.021.2 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:45 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

The board discussed real estate with no action taken.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 6:58 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the purchase of 303 E. Crowder in Trenton, MO for \$35,000 with NCMC paying closing costs and any back taxes for the property. Six votes were cast in favor and none opposed.

VIII. ADJOURNMENT

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:03 p.m.