



Gila County Provisional Community College District

**Governing Board Meeting
Electronic (Zoom) Meeting
Wednesday, May 11th, 2022
** FINAL/APPROVED ****

1. **Meeting was called to order by President Bocker at 9:03 am**
Board Roll Call – VP Moorhead present; Secretary Cockrell present; Treasurer Knauss present; Member Shipley present; President Bocker present
Also Present: Ann Knights, Payson Campus Coordinator; Janice Lawhorn, Interim Senior Dean, Gila Pueblo/Payson Campuses; Trae Morris, EAC Associate Director/Bursar/GCPCCD Financial Liaison; Leitha Griffin, Marketing Coordinator; Jessica Scibelli, Gila County Deputy Attorney; Ron Carnahan, IT Coordinator
Pledge of Allegiance – led by VP Moorhead
2. **Call to the Public – read by Pres. Bocker:**
 Pursuant to A.R.S. 38-431.01 (H), this is an opportunity for the public to comment on any issue within the jurisdiction of the Gila County Community College Provisional District Governing Board. The Board President may determine reasonable time, space, and manner limitations. At the conclusion of an open call to the public, individual members of the Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board will not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.
No one approached the Board.
3. **Reports**
 - A. **President's Report – Dr. Jan Bocker**
 - Pres. Bocker and Treasurer Knauss met with EAC on April 25th, 2022 to begin the process for negotiating a new contract. Plans are for the Board to interview and approve hiring a GCPCCD Interim President by July 1, 2022. This individual will then work with the Board to begin the contract renegotiation process.
 - Pres. Bocker met with the Gila County Board of Supervisors April 26th, 2022 regarding a proposed IGA between the College and Gila County. If the IGA is approved, the County will grant the College \$250,000 each year for five years to assist with the accreditation process, a requisite to becoming an independent college district. In return, the College will provide education and training for current and prospective County employees.
 - Pres. Bocker attended the grand opening of the Gila County Tommie Cline Martin Complex in Payson on April 19th, 2022.

B. Sr. Dean's Report – Dr. Janice Lawhorn

- Neil Mitchell will be retiring from the Mathematics department. Cameron Mower, Biology instructor for the Payson Campus, has accepted a position in the Biology Department on the EAC Thatcher Campus.
- Sr. Dean Lawhorn and Treasurer Knauss are making progress on the 50/50 Challenge Grant with FMI. The letter of intent is due 5/25/22. If approved to apply, the amount being requested (that will need to be matched by the College) is \$300,000. They should hear by mid-June. If the grant is approved, several improvements to the Regional Training Center (RTC) can be scheduled.

C. Gila Pueblo (Globe) Campus Report – GPC Associate Director Andrea Renon (absent)

- In addition to the submitted report (in Board Packet), Marketing Coordinator Griffin indicated that the Assistant I and Assistant II positions will be reopened as the candidates interviewed accepted other positions.

D. Payson Campus Report – PC Associate Director Ann Knights

- In addition to the submitted report (in Board Packet), Associate Director Knights received a resignation letter from a part-time maintenance worker. That open position will be posted soon.

E. Financial Report – GCPCCD Financial Coordinator Trae Morris

- The financial statement through March 31, 2022 are in the Board Packet.
- Net position remains strong, however first and second quarter invoices from EAC have not yet been paid.
- CPA Sara Kirk has been reviewing the first and second quarter invoices. The first quarter has been completed. An error was found with the HER funds appearing on the second quarter invoice. That has been corrected and she should complete the review soon.

4. Standing Business

A. Accreditation Strategy – President Bocker had nothing additional to report.

B. Funding Strategy – Member Shipley had nothing new to report.

C. Legislative Strategy – VP President Moorhead met with David Cook, AZ House of Representatives, and asked him when the state budget might be approved and signed. VP Moorehead thought maybe by the end of June, and Representative Cook was in agreement. The Legislature is working on the budget now; most pertinent to the College is the Expenditure Limitation Bill.

D. Community Relations/Workforce Development – Coordinator Griffin reported that approximately 300 people attended the STEMfest on the Gila-Pueblo Campus April 30th. The April 27th College Days at the High School was also a success. Coordinator Griffin is currently promoting summer courses which begin May 31st.

Treasurer Knauss indicated that several Board members have now toured the Miami School district facility Los Lomas Elementary, which has been vacant for several years. Discussion ensued regarding the overhead expenses. Coordinator Morris commented that there is a clause stating the overhead charges paid to EAC cannot exceed 5% over the previous year. Member Shipley added that Steve Sanders, Gila County Engineer, has additional facility site information and that there may be some interest in sharing the building to assist with operating expenses. VP Moorehead suggested an

inspection of the property. Pres. Bocker stated that that is normally done once an offer has been made. Treasurer Knauss expects that at least two-thirds of the classrooms would be used for Workforce Development, opening the potential for partnerships. He reminded the Board that a contingency for the sale of this property is that it must be designated for education/community use.

5. New Business –

- A. GCPCCD/Gila County IGA–** President Bocker explained that most of the IGA had been written by Attorney Contente-/Cuomo. If approved, the \$250,000 deposited yearly would be used toward hiring staff critical to applying for regional accreditation. Gila County Deputy Attorney Scibelli advised that a presentation to the Gila County Board include information regarding the trades programs. Pres. Bocker stated that approval of the IGA will be on the Gila County Board of Supervisor agenda on May 17th and that she will attend that meeting. Scibelli noted that an Advisory Committee will be formed from that meeting needing a representative from the GCPCCD board. Pres. Bocker has talked to Member Shipley about servicing on the committee, with approval of the GCPCCD Board.

Motion made by Sec. Cockrell; seconded by Member Shipley.

Call for the question: In favor-5; Opposed-0; Abstained-0 **Motion carries to approve IGA between GCPCCD and Gila County.**

- B. Caris Grant – Extension of Purchase Date–** Associate Director Knights asked to extend the date of purchase of two items previously approved by the board to December 2023. Knights explained that even with increased cost those two items would be covered with the remainder of the Caris Grant. VP Moorehead asked why this has been delayed. Knights cited supply chain issues and raised expenses. **Motion to approve made by Secretary Cockrell; seconded by VP Moorhead.**

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve extended purchased date of December 2023 for remaining Caris Grant items.**

- C. New Blinds for Payson Campus–** Associate Director Knights requested that the Board approve an expenditure to replace all the blinds on the Payson Campus. The current blinds are 20 years old and falling apart. Knights stated that the current fiscal year budget has \$10,500 in place for this expenditure and has the \$1,500 in another budget category that can be used to cover the \$12,000 quote from the vendor. Coordinator Morris stated there is sufficient information and budget to move forward with this project.

Motion made by VP Moorhead; seconded by Member Shipley.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve purchase of replacement blinds for Payson Campus up to \$12,000.**

- D. New Flooring for Hayden Facility–** Coordinator Meeks-requested approval for purchase of new flooring for the Hayden facility owned by GCPCCD. Although many bids were requested by Coordinator Meeks, only one bid for \$5,700 was secured. Discussion ensued regarding type of flooring, multi-use of the surface, and necessity of improvements.

Motion made by Treas. Knauss; seconded by VP Moorhead.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve the purchase of new flooring for the Hayden Facility.**

- E. Legal Publication of the 2022-2023 Budget–** Pres. Bocker requested approval of the Legal Publication of the 2022-2023 GCPCCD Budget. Documents in the Board Packet include the proposed budget and what the requirements are for public notification. The proposed budget will be published in the AZ

Silver Belt and the Payson Roundup, as well as the notice of the Special Board Meeting to approve the budget next month. Pres. Brocker also noted that the Truth in Taxation Hearing will also be next month. The 2% increase (based on property valuation) allowed by State law will result in a very slight increase to the taxpayers. Coordinator Morris explained that the Official Budget Forms submitted to the state gives the College the ability to spend funds up to a certain amount. The budget submitted to the State is different from the operating budget and is tied to Expenditure Limitations. The proposed expenditures of just over \$8 million are just slightly over last year's expenditures.

Motion made by Sec. Cockrell; seconded by Treasurer Knauss.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve the Legal Publication of the 2022-2023 Budget.**

- F. Designation of Kurt Knauss as CFO-** Pres. Brocker met with AZ Auditor General's Office regarding the required resolution from the Board. The resolution states that Treasurer Knauss has/will represent GCPCCD as the CFO for years 2021, 2022, 2023.

Motion made by Member Shipley; seconded by Sec. Cockrell.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve the Resolution for designation of Treasurer Knauss as CFO.**

- G. District Financial Audit for period ending June 30, 2021-** Pres. Brocker copied everyone on the letter from the Auditor General's office confirming a job well done. Pres. Brocker was appreciative of all those who contributed to this success.

Motion made by Sec. Cockrell; seconded by Treas. Knauss.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve the Auditor General's Report.**

- H. Workforce Development Funds Plan-** Sr. Dean Lawhorn asked for approval of the Workforce Development Funds Plan. Coordinator Morris noted that an increase occurred primarily to include the 50/50 Challenge Grant with FMI should that be available to us. Treas. Knauss would like to approach the United Way for additional grant funds and continues to search out partnerships for the Workforce Development. Knauss also noted an increase in students in the summer programs. Pres. Brocker noted typing errors in the document, Coordinator Morris will correct and resubmit.

Motion made by VP Moorhead; seconded by Sec. Cockrell

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve Workforce Development Funds Plan with correction as noted.**

- I. Tuition Waiver for Dual Credit Courses 2022-2023 –** Pres. Brocker request the approval of funds for scholarships for dual credit students. Assoc. Dir. Knights commented that the amount is slightly less than last year which proved to be adequate. VP Moorhead asked if the approval was for the dollar amount. This was affirmed.

A motion was made by Member Shipley; seconded by VP Moorhead.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve the tuition waiver amount up to \$65,000 for dual enrollment scholarships for 2022-2023.**

- J. Stipend Request – Welding Instructors -** Sr. Dean Lawhorn requested a stipend for a summer work proposal for Ernie Baca and John Freeman, welding instructors. Lawhorn suggested they would spend 60-80 hours in the clean-up and maintenance of the welding facility. The stipend requested is \$2,500 each and would come out of Workforce Development monies. Treas. Knauss emphasized the quality of their instruction and dedication to the program.

A motion was made by VP Moorhead; seconded by Sec. Cockrell.

Call for the question: In favor – 4; Opposed – 0; Abstained – 1. Treasurer Knauss abstained because the men are his employees at FMI. **Motion carries to approve the one-time stipend totaling \$5,000 (\$2,500 each) for the summer work proposal stipend for the two welding instructors**

K. Stipend request- Nursing Instructors – Sr. Dean Lawhorn requested a stipend for three nursing instructors. Discussion ensued regarding low salaries, resignations, travel expenses and a real threat to the nursing program should these instructors not remain in the program. Pres. Bocker stated that, while she understands personnel decisions rest with EAC, that she wanted to send a strong statement from the Board regarding the need to support these nursing faculty. This is especially true when they have many other options in the health care field at much better salaries. Details will need to be worked out with EAC's HR Department.

A motion was made by Sec. Cockrell; seconded by Member Shipley.

Call for the question: In favor – 5; Opposed – 0; Abstained – 0. **Motion carries to approve up to \$50,000 for additional salary stipends and travel expenses for three part-time nursing instructors.**

A motion to recess the meeting until 1:00pm to allow attendance to graduation activities was made by Sec. Cockrell; seconded by Member Shipley. Meeting was adjourned at 10:40 am.

After the recess, the meeting was called backed to order at 1:02pm by Pres. Bocker.

A quorum was present with Pres. Bocker, VP Moorhead and Member Shipley in attendance.

L. Memorial for Armida Bitner- VP Moorhead requested a memorial be placed for Ms. Bitner to honor her long-standing service to the community and GCPCCD. Two options were discussed. 1. An AZ Ash tree or 2. a flowering rose bush. Board members favored the rose bush. Placement would be in the area of the faculty parking lot. The wall there would allow for a plaque to be hung. There was discussion regarding reimbursement of a flower arrangement sent by Selma Williams on behalf of GCPCCD to the funeral service, as well as setting a timeline to hold a dedication for the memorial.

Motion was made by Member Shipley; seconded by VP Moorhead.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve up to \$500 to purchase a tribute/memorial to Armida Bitner for the Gila Pueblo Campus.**

M. GCPCCD Interim President – Pursuant to A.R.S. 38-431-03(A)(1), the GCPCCD Governing Board voted to recess the public meeting and convene an executive session. The public meeting was adjourned at 1:15pm by Pres. Bocker.

The Regular Board Meeting was called back to order by Pres. Bocker after the executive session at 2:42PM. A quorum was present with Pres. Bocker, VP Moorehead, Sec. Cockrell and Treasurer Knauss in attendance.

Following the executive session Pres. Bocker asked for a motion that would allow her to negotiate a contract for GCPCCD Interim President.

Motion was made by Treasurer Knauss; seconded by VP Moorhead.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve the request for Pres. Bocker to negotiate a contract for the GCPCCD Interim President.**

6. Consent Agenda –

A. Minutes from March 9, 2022 meeting.

Motion made to approve the minutes made by VP Moorhead; seconded by Member Shipley.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve the March Board Meeting minutes.**

B. Minutes from April 13, 2022 meeting.

Motion to approve the minutes (with an error corrected on p. 3) made by Member Shipley; seconded by VP Moorhead.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve the April Board Meeting minutes with the correction..**

7. General Information and Discussion of the Same –

A special meeting regarding budget approval and Truth in Taxation will be held on **Wednesday, June 8th at 9am.** The Regular Governing Board Meeting will follow this special meeting.

8. Adjournment

Motion to adjourn made by Treasurer Knauss; seconded by Secretary Cockrell.


Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to adjourn.**

Meeting was adjourned at 2:45pm.

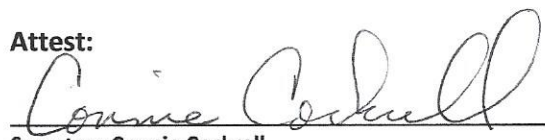
Respectfully submitted,


 Cindy Wood
 Administrative Assistant/Recording Secretary

Attest:


 President Jan Brocker
 GCPCCD Governing Board President

Attest:


 Secretary Connie Cockrell
 GCCCD Governing Board Secretary