

**MINUTES OF THE FEBRUARY 12, 2008
CLATSOP COMMUNITY COLLEGE
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

I. CALL TO ORDER

The meeting was called to order by Rosemary Baker-Monaghan at approximately 7 p.m.

Board members present: Karen Mellin, Dirk Rohne, Frank Satterwhite, Paul Gillum, Rosemary Baker-Monaghan. Board members absent: Marilyn Lane, Larry Sparks. Others present: Nadine Faith, Jo Black, Carol Goerges, Steve Ferber, Jean Danforth, Gerry Swenson, Angela Bake, Roger Friesen, Al Jaques, Stephen Schoonmaker, Erie Johnson, ASG Representative Josh Cooper, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

Paul Gillum **moved to approve the agenda as presented.** Dirk Rohne seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves.

B. Public Comment

No comments came forth.

III. APPROVAL OF MINUTES

Paul Gillum **moved to approve the minutes of the January 8, 2008 Board Work Session, the January 8, 2008 Regular Board Meeting, and the January 16, 2008 Board Retreat as presented.** Frank Satterwhite seconded. The motion carried unanimously.

IV. REPORTS/DISCUSSION ITEMS

A. Report of the Board Chair

Rosemary Baker-Monaghan said she has been in contact with three different consultants/consulting firms as potential prospects to help analyze the campus morale issue and that she would be bringing a recommendation to the Board at its March meeting.

B. Report of the Associated Student Government (ASG)

Joshua Cooper said the January 31st ASG Blood Drive was a huge success, far exceeding their expectations. He also shared that he and ASG Treasurer Melody Dyer had recently attended a meeting of the Oregon Community College Student Association (OCCSA) at Lane Community College in Eugene, Oregon, to speak on behalf of Clatsop CC and the need for

further funding. Josh also mentioned the ASG is working to unify the different student clubs on campus.

C. Report of the Deputy Clerk

Lind Overton provided the Statement of Revenues and Expenditures for FY08 and FY07 by fund source for the seven months ended January 31, 2008. She also provided the Board with an updated Clatsop State Forest Revenue Projection dated January 25, 2008, and a three-year summary of the dollar amount spent on capital construction to date.

D. Report of the Board Representatives to Foundation and OCCA

Frank Satterwhite deferred his time to three members of the Clatsop Community College Foundation (CCCF) Board, Jean Danforth Gerry Swenson, and Steve Ferber. Steve Ferber provided the College Board with an overview of the CCCF and its plans for the future. Mr. Ferber shared that in the fall of 2007, CCCF contracted with The Clements Group to conduct a study on CCCF's behalf. Results of that survey suggested three main areas needing improvement in order to grow the College Foundation's ability to provide more financial support to the College: 1) A full-time Executive Director with at least a ½ time assistant; 2) Increase board size to 12 members with membership composition consistently of people of affluence and people of influence; 3) Technical support. Jean Danforth stated with regard to technical support that the College Foundation was planning the College's 50th celebration and that it was critical to both get the Donor Perfect database in place and to have technical support for that.

Steve Ferber mentioned that if the Foundation continues at its current pace (paying ½ Executive Director salary and ¼ time Administrative Assistant's salary) even if they increase the "unrestricted" contributions by 10% per year, the Foundation will run out of available unencumbered funds to run its operation in about 3 years. Steve Ferber also distributed the following handouts: 1) Copy of The Clements Group report; 2) Summary copy of CCCF Operating Projection for the next several years; 3) Separate study on Community College Fundraising ("*Tilling the Field*"). Copies of these documents are filed with the official minutes.

Mr. Ferber said in the near future the Foundation Board will be making a request to College management with a plan on how we can improve results together. It was suggested and the Board agreed that it would be beneficial for the Foundation Board to make a presentation at the College Board meetings on a quarterly basis. Frank stated he "would like to see the two boards develop a closer relationship than we have had."

President Hamann recognized the endowment component of the Foundation which he said "has doubled in three years," from under \$1M to \$3M, and that "is a significant accomplishment." He said "you as a board and Nadine should be proud of the work you have done."

There was no report of the Board Representative to the OCCA as Marilyn Lane was in Washington DC attending an ACCT conference.

E. President's Administrative Team (PAT) Updates

Carol Goerges provided information on new employees Tonya Schoonmaker, who has been hired as the Guidance Coordinator for the Educational Talent Search program, Nancy DeHonores, the full-time Spanish Instructor, and Al Jaques, the Jerome Campus Redevelopment Project Manager.

F. Oregon Ethics Laws

Greg Hamann shared a document titled "The Top 10 Things Public Officials Should Know About Oregon's New Government Ethics Laws," and "Top 10 Myths About Oregon's New Government Ethics Laws." President Hamann said he thought Senate Bill 10, which is a new ethics law passed in 2007, will come under legal challenge. He said if Board members should have any questions about this issue to contact the President's office.

G. Report of the President

In addition to the President's Report contained in the Board packet, Greg Hamann shared he had received word earlier today from Meyer Memorial Trust that they had reviewed the initial inquiry submitted by CCC and were inviting Clatsop to submit a full proposal for \$1.5M toward the Jerome Campus Redevelopment Project.

President Hamann also drew attention to a letter from Melody Dyer, ASG Treasurer at Clatsop Community College, concerning the recent OCCSA meeting. In her letter Melody states "a motion was made to make lobbying on behalf of Clatsop Community College top priority."

V. OLD BUSINESS

None.

VI. NEW BUSINESS

A. Request for Revision to Policy 3.485, Surplus Property Policy – First Reading

The proposed revision allows the College to dispose of smaller items in a more timely manner; yet requires that items of significant value still be brought to the Board for approval. The \$5K limit was set because that is the amount at which we capitalize equipment purchases per Board policy 3.135.

Paul Gillum moved **to approve the request for Revision to Policy 3.485 for first reading.** Karen Mellin seconded. The motion carried unanimously.

B. Appointment of Budget Committee Members

Lindi Overton explained the College received three letters of interest for the two vacancies currently on the Budget Committee. All three individuals meet the requirements for serving on the Budget Committee. The Board discussed and agreed that they were interested in reviewing the letters of interest between now and the March Board meeting. Frank Satterwhite inquired about the composition of the Budget Committee, and whether there could be 8 or 9 individuals on the Budget Committee, in addition to the 7 Board members who also make up the 14-person committee. Lindi Overton stated she would review the

Oregon Revised Statutes dealing with the composition of a Budget Committee which she would in turn share with the Board.

C. Ratification of the Agreement between Clatsop CC (CCC) and Oregon School Employees Association (OSEA) Chapter 154

During mediation in January 2008, a tentative agreement was reached between CCC and OSEA. It was being recommended the Board ratify the Contract between CCC and OSEA Chapter 154, effective July 1, 2007 through June 30, 2010. Negotiations over mandatory subjects of bargaining are required under Oregon law. Carol Goerges acknowledged the Classified President, Angela Bake, was in the audience and asked if she had any comment. Angela stated the majority of the Classified had voted in favor of ratifying the agreement.

Dirk Rohne **moved that the Board ratify the Contract Agreement between CCC and OSEA Chapter 154, effective July 1, 2007 through June 30, 2010.** Frank Satterwhite seconded. The motion carried unanimously.

VII. ANNOUNCEMENTS/COMMUNICATIONS

There will be no Community Conversation scheduled for March 11, 2008. The March 11, 2008 Regular Board Meeting will begin at 6:30 p.m., in the Library Conference Room.

VIII. BOARD FORUM

Karen Mellin mentioned she had attended the Opening Reception for the “The Muses Among Us: CCC Faculty Exhibition” with Poet Kim Stafford. She encouraged people to go see the exhibit if they have not already done so. The exhibit runs February 5th - February 29th, 2008.

Jo Black drew attention to the letter in the Board packet from Community College UniServ Council addressed to Oregon Community College Board Presidents regarding OSBA Insurance Trust Fund. Jo said she did not think the CCC Board had sent a resolution to OSBA regarding this issue and Rosemary Baker-Monaghan said the Board had not. Jo Black further mentioned at the UniServ Council meeting scheduled for February 23 at the Oregon Education Association (OEA) headquarters in Portland, discussion will take place about the Oregon Education Benefits (OEB) Pool that was voted and approved during the 2007 legislative session. Also in attendance will be a representative from Oregon Community College Association (OCCA) who will talk about those community colleges that are having discussions about forming their own benefit pool. Members of Clatsop CC’s Medical Task Force, including Carol Goerges and Jo Black, will also be attending this meeting. Rosemary said she would like report from Jo after the February 23rd meeting. Carol Goerges commented to get a balanced picture she could provide for the Board various opinions people have expressed about this issue as well.

IX. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 8 pm.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary