

## EXHIBIT 2

LABETTE COMMUNITY COLLEGE  
Board of Trustees Minutes  
February 13, 2020

The Board of Trustees met at 5:30 p.m. on Thursday, February 13, 2020 in the Conference Room, Student Success Center Building.

### **Members Present**

Mr. Rod Landrum  
Mr. David Winchell  
Mr. Pat McReynolds  
Mr. Mike Howerter  
Mr. Carl Hoskins  
Mr. Montie Taylor

### **Others Present**

|                  |                   |
|------------------|-------------------|
| Dr. Mark Watkins | Janice Every      |
| Leanna Doherty   | Theresa Hundley   |
| Tammy Fuentes    | Aaron Keal        |
| Dr. Jason Sharp  | David Beach       |
| Lindi Forbes     | Kiesha Richenburg |
| Bethany Kendrick | Triston Gardner   |
| Kathy Johnston   | Kevin Doherty     |

Megan Fugate recorded the minutes.

### **Adoption of Agenda (ACTION ITEM)**

Chair Winchell asked for changes or additions to the presented agenda. President Watkins had two changes. Added the adoption of the resolution for chair and vice-chair to before the election of officers and changed VI.A. to Regular meeting dates of the Board of Trustees Resolution. Mr. Hoskins moved to approve the agenda as amended. Mr. Landrum seconded and motion carried 6-0.

### **Resolution to Establish Elections of Board of Trustees**

Mr. McReynolds moved to adopt the resolution to establish election of Board of Trustees at the first meeting on or after the second Monday in January, which is January 13, 2020 (or the next board meeting date if the board does not meet on the second Monday in January. Mr. Landrum seconded and motion carried 6-0.

### **Election of Officers for the Board of Trustees**

Chair Winchell opened the floor for Board Chair nominations. Mr. Howerter nominated David Winchell for chairperson for a period of one year or until a successor is elected. Mr. Taylor seconded. Nominations ended and motion carried 6-0.

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For Vice-Chair, Mr. Hoskins nominated Rod Landrum for a period of one year or until a successor is elected. Mr. Howerter seconded. Nominations ended and motion carried 6-0.

Mr. McReynolds moved to approve the following:

- Carl Hoskins, KACCT (Kansas Association of Community Colleges)
- Rod Landrum. KACCT Alternate
- Megan Fugate as Clerk of the Board
- Leanna Doherty as Treasurer
- David Markham and KASB as the legal services provider for the year
- Parsons Sun as the paper of record.

Mr. Hoskins seconded and motion carried 6-0.

Mr. Hoskins moved to approve the following Presidential appointments:

- The Emergency Executive Succession Plan as presented.
- Megan Hentzen, Payroll Specialist, ADA Coordinator
- Leanna Doherty, VP of Finance and Operation & Janice Every, Human Resource Director, Affirmative Action Officers (students also have the option of going to the Vice President of Student Affairs with a problem).
- Leanna Doherty, Public Information Officer.
- Kevin Doherty, Emergency Services Contact.
- Dr. Mark Watkins, President and Bethany Kendrick, Public Relations Director, Kansas Association of School Boards (KASB) Governmental Relations Network Contact.
- Title IX Coordinator, Tammy Fuentez

Mr. McReynolds seconded and motion carried 6-0.

### **Approval of Regular Meeting Minutes (ACTION ITEM)**

Chair Winchell asked for corrections or additions to the January 9, 2020 regular meeting minutes, Mr. Landrum moved to approve the minutes as presented. Mr. Taylor seconded and motion carried 6-0.

### **Reports and/or Board Discussion**

#### Faculty Senate Report

None

#### SGA Report

Tristan Gardner gave a short report.

#### Administrative Report

*Comparison of expenditures to the budget* – Leanna Doherty had placed the January financial report at the table. At the end of January we were 58% through the year. The general fund was 54%

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expended and the technical education/vocational fund was 53% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

### Capital Campaign Update

Lindi Forbes gave a short report on the status of the capital campaign.

### Facilities Update

Kevin Doherty gave an update on facilities projects.

### President's Report

President Watkins gave a short report.

### Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

None

### New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

#### Regular Meeting Dates of the Board of Trustees Resolution

Mr. Howerter moved to approve the Resolution to Establish Regular Meeting Dates on the following meeting schedule during the 2020-2021 school year. The Board will meet in the Student Success Services Conference Room on the second Thursday of each month at 5:30pm. Mr. McReynolds seconded and motion carried 6-0.

#### Tuition and Fees for 2020-2021

Information is for review only. No action taken.

#### City of Chetopa Neighborhood Revitalization

Mr. Hoskins moved to approve the resolution for the City of Chetopa Neighborhood Revitalization. Mr. Taylor seconded and motion carried 6-0.

#### City of Oswego Neighborhood Revitalization

Mr. Hoskins moved to approve the resolution for the City of Oswego Neighborhood Revitalization. Mr. Howerter seconded and motion carried 6-0.

#### Course Approval

Mr. McReynolds moved to approve the following course: Advanced Medical Terminology for PTA, 1 credit hour. Mr. Landrum seconded and motion carried 6-0.

#### Policy Review

Policy 1.04 Membership of the Board is up for review. We will ask for approval at the March meeting.

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### Faculty Retirement

Due to the retirement of Jack Burke, Computer Science Faculty, at the end of his current contract, Mr. Howerter moved to approve administration to begin a search for a replacement. Mr. McReynolds seconded and motion carried 6-0.

### Professional Staff Resignation

Mr. Landrum moved to approve the resignation of Keisha Richenburg, Interim Director of Financial Aid, effective February 21, 2020. Mr. Hoskins seconded and motion carried 6-0.

### Professional Staff Letter of Employment

Mr. Hoskins moved to approve the Professional Staff Employment letter for Rhonda Baker, temporary part-time financial aid, at a monthly salary of \$1,400, from February 3, 2020 to June 30, 2020. Mr. Landrum seconded and motion carried 6-0.

Mr. Landrum moved to approve the Professional Staff Employment letter for Tyra Jones, temporary Assistant Women's Basketball Coach, at a monthly salary of \$1,950, from February 3, 2020 to May 4, 2020. Mr. Hoskins seconded and motion carried 6-0.

### Approval of Bills

Mr. Howerter moved to approve the Claims Register. Mr. Landrum seconded and motion carried 6-0.

### Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individual(s) to be discussed.

Mr. Landrum moved to recess into executive session at \_\_\_6:50pm\_\_\_(time)for \_\_\_15\_\_\_ minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at \_\_\_7:05pm\_\_\_ in this room.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Mr. Hoskins seconded and motion carried 6-0.

Reconvened at 7:05pm.

### Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individual(s) to be discussed.

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Mr. Landrum moved to recess into executive session at \_\_\_7:06pm\_\_\_\_\_(time)for \_\_\_15\_\_\_ minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at \_\_\_\_\_7:21pm\_\_\_\_\_ in this room. Inviting in Dr. Mark Watkins.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Mr. Hoskins seconded and motion carried 6-0.

Reconvened at 7:21pm.

### Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individual(s) to be discussed.

Mr. Landrum moved to recess into executive session at \_\_\_7:24pm\_\_\_\_\_(time)for \_\_\_10\_\_\_ minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at \_\_\_\_\_7:34pm\_\_\_\_\_ in this room. Inviting in Dr. Mark Watkins.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Mr. Hoskins seconded and motion carried 6-0.

Reconvened at 7:34pm.

### Evaluation of the College President

Mr. Landrum moved to extend the contract of the President, Dr. Mark Watkins, for one year to June 30, 2021. Mr. Howerter seconded and motion carried 6-0.

Chair Winchell will send a letter to Human Resources for the personnel file. The Trustees thanked Dr. Watkins for his work this past year.

### Public Comment

Dr. Jason Sharp gave some follow up information regarding the Computer Science Program.

### Next Board Meeting: Date, Place, Time, and Tentative Agenda Items

Chair Winchell reminded everyone of the next regular meeting of the Board of Trustees scheduled for March 5, 2020 at 5:30 p.m., Conference Room, Student Success Center Building.

**Adjournment**

Mr. Howerter moved to adjourn the meeting at 7:36pm. Mr. Hoskins seconded and motion carried 6-0.

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Megan Fugate, Clerk of the Board

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