

**MINUTES OF THE SEPTEMBER 9, 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 6:30 p.m.

Board members present: Stephen Berk, Larry Sparks, Rosemary Baker-Monaghan, Dirk Rohne, Marilyn Lane, Paul Gillum. Board members absent: Frank Satterwhite. Others present: Kara Hansen, Nadine Faith, Adam Silva, Tom Gill, Stephen Schoonmaker, Roger Friesen, Josh Cooper, Rinda Johansen, Margaret Frimoth, Joemal Bonneau, Josh Conklin, Alicia Nedd, Richard Balkins, Daniel Wallace, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

It was requested that VIII) New Business, B. Approval of Exchange Street House, be postponed as the College had not received the necessary paperwork from the City of Astoria. It was also requested that a new item under New Business be added for Board approval; Authorization for Investments. Dirk Rohne **moved to approve the agenda as revised**. Paul Gillum seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves.

B. Public Comment

Roger Friesen introduced new and returning members of the Associated Student Government in the audience, including Adam Silva, Joemal Bonneau, Josh Conklin, Alicia Nedd, and Josh Cooper.

Daniel Wallace referred to a section on the College's Smoking policy in the CCC Student Handbook (page 112), and said she believed it was the College President's responsibility to enforce this policy. Ms. Wallace talked about the lack of enforcement of this policy, and the harmful effects of second-hand smoke. Daniel Wallace stated the "next steps are to work with people who fund this school and the accrediting agency. You must do better to meet your obligations."

III. APPROVAL OF MINUTES

Marilyn Lane **moved to approve the minutes of the July 8, 2008 Public Hearing on the F2008-09 Supplemental Budget, the July 8, 2008 Regular Board Meeting, the August 13, 2008 Board Special Meeting, and the August 21, 2008 Board Retreat as presented**. Dirk Rohne seconded. The motion carried unanimously.

IV. EDUCATIONAL PROGRAM

Margaret Frimoth and Rinda Johansen shared some of the highlights of the Museum of Tolerance Training that was held July 31-August 1, 2008. Also attending from Clatsop Community College were Moria Golub and Candice Watkins. Participants from CCC were able to attend this training because of a grant provided by Treasure Valley Community College.

V. BOARD APPOINTMENT AND OATH OF OFFICE

Larry Sparks moved to appoint Stephen Berk to the Clatsop Community College Board of Directors; Zone 2, Position 2. Dirk Rohne seconded. The motion carried unanimously.

Before assuming the duties of office, newly appointed Board member Stephen Berk took the Oath of Office.

VI. REPORTS/DISCUSSION ITEMS

A. Report of the Board Chair

Rosemary Baker-Monaghan said the College was closed Tuesday, November 11, 2008, so the Board needed to select an alternate date for their November meeting. After some discussion it was agreed to meet Thursday, November 13, 2008, at 6:30 p.m.

B. Report of the Associated Student Government

Josh Cooper announced the ASG will be in a retreat September 10-11, and will be establishing a Leadership Council for CCC students, which he said will be sustainable. He also mentioned the smoking shelter will be removed before the start of fall term and temporarily relocated in the Library parking lot.

C. Report of the Deputy Clerk

Lindi Overton provided the Board with the Statement of Revenues and Expenditures for FY08 and FY09 by fund source for the two months ended August 31, 2008.

D. Report of the Board Representatives to Foundation and OCCA

Marilyn Lane distributed the registration form for the OCCA Annual Conference which will be held November 21-23 at Salishan Resort. She encouraged the entire Board to attend. The registration deadline is November 6th. This item will be revisited at the October Board meeting.

Nadine Faith shared about the College's 50th Anniversary Celebration events, which included: 1) Friday, October 10, Foundation hosting a reception for former and current employees at the Red Building, beginning at 5:30 p.m.; 2) Saturday, October 11, 10 a.m. to 3 p.m., CCC hosting a public Open House at the main campus which will include exhibits and demonstrations showcasing program areas, with a Groundbreaking Ceremony to launch the Jerome Avenue Campus Redevelopment Project at 1 p.m., also at the main campus.

Nadine Faith also mentioned the CCC Foundation would like to use the 50th Anniversary Celebration to launch a fundraising campaign, "50 for the 50th." She shared the College has received a \$50K challenge grant from the Miller Foundation who wants to increase

scholarships funding for community college students. The Miller Foundation will match “new scholarship donations” made to CCC Foundation this year, up to \$50,000.

E. Howard Cherry Nominations

Greg Hamann recalled this is an annual event, and that award winners are recognized at the annual OCCA Conference. This year awards will be presented on Saturday, November 22, at the OCCA Conference banquet at Salishan Resort. Information was provided which describes the purpose of the awards and the categories in which nominations can be made. Nominations are due to OCCA by Friday, October 10, 2008.

F. PAT Updates

In Carol Goerges’ absence, Greg Hamann announced the recent new hires at CCC. President Hamann also mentioned that a New Employee Reception will be held at his and his wife’s home on October 23rd and that the College Board was invited.

President Hamann also referred to the memorandum provided by Carol Goerges in the Board packet regarding the Staff Development Fund for 2007-08. The Staff Development Fund provides training activities for a wide range of activities to meet diverse staff needs. The budget continues to be \$14,250.

Lindi Overton provided an Administrative Information System update in the Board packet. She stated she will be coming to the Board in October to obtain Board approval to negotiate a contract with preferred vendors.

Stephen Schoonmaker included his monthly Instruction Report in the Board packet, and provided clarification as needed.

Tom Gill elaborated on CCC’s Evening AAOT: The Second Year. He also distributed an AAOT 3-Year Schedule for Fall Term 2006 through Spring Term 2009.

G. Report of the President

President Hamann referred to his written report which highlighted the College’s 50th Celebration and Groundbreaking Ceremony. He remarked “in so many ways this creates opportunities for us to look at our past and future service and be proud, and it’s a great opportunity to gather and celebrate who we are and the role we play in this community.”

He also drew attention to the letter from Dr. Sandra Elman, President, Northwest Commission on Colleges and Universities (NWCCU), concerning the Spring 2008 Progress Report submitted by CCC, which was accepted by NWCCU. It was mentioned progress has been made regarding Recommendation 1 of the Spring 2006 Regular Interim Evaluation Report, however, Recommendation 2 does not yet meet the Commission’s criteria for accreditation. The Commission has requested that CCC submit an update by February 15, 2009 on its progress with its new buildings and the steps being taken to address ADA and infrastructure issues prior to those buildings being utilized.

Rosemary Baker-Monaghan inquired about use of local subcontractors for the Jerome Campus Redevelopment Project. Greg Hamann assured her one of the reasons the College chose P&C Construction was their knowledge and use of local subcontractors in the community.

President Hamann distributed his proposed President's Goals for 2008-09 which he said will be on the October Board agenda for Board approval. He added he hoped the Board Goals for 2008-09 could also be on the October agenda.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Endowment Fund Agreement Revisions

Nadine Faith provided a brief overview of the modifications to the 1995 agreement between the College and the Foundation governing endowed funds transferred by the College to the Foundation for investment management. Nadine included an explanatory cover memo in the Board packet that explained the reasons for this recommended action.

Marilyn Lane **moved to approve the attached Clatsop Community College Endowed Fund Memorandum of Agreement, which modifies the previous agreement executed in 1995 (also attached).** Paul Gillum seconded. The motion carried unanimously.

B. Authorization for Investments

Lindi Overton said the College's investment policy (Policy 3.110) states that the Board delegates the responsibility of investment portfolio manager to the President or his designee. Because a portion of the proceeds of the new market tax credit transaction will be placed with Wells Fargo Institutional Securities, Wells has requested that the Board prepare a resolution stating who can transact activities with them.

Dirk Rohne **moved the Board authorizes the following three employees to sell, assign and endorse for transfer, certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of Clatsop Community College at Wells Fargo Institutional Securities, LLC: Greg Hamann, President; Lindi Overton Vice President College Services; Margaret Antilla, Director of Accounting. Two signatures are required for each transaction.** Stephen Berk seconded. The motion carried unanimously.

IX. ANNOUNCEMENTS/COMMUNICATIONS

Rosemary Baker-Monaghan read aloud the announcements contained in the Board packet. She encouraged Board members to attend all of the events, if possible.

X. BOARD FORUM

Marilyn Lane said "it is great to continue to see letters from Dr. Sandra Elman, especially when they are really positive!" She also addressed the Presidents Administrative Team in attendance

and said it was very valuable having them participate at the recent Board retreat. Marilyn also announced the next meeting of the Campaign Committee was scheduled for Tuesday, September 16, 4:15 p.m., at Dooger's in Warrenton. She noted the College's "newest Board member has been at every campaign meeting we have had." Marilyn also thanked Richard Balkins, adding "you do a nice job for the College."

Larry Sparks said he thought all three Board candidates were excellent, and then welcomed Stephen Berk to the CCC Board. He also said "I hope the other two candidates stay involved with the College."

Paul Gillum remarked the Board retreat was "enlightening and a lot of fun," and thanked Marilyn Lane for hosting the retreat at her home.

Stephen Berk commented "I enjoyed the meeting and am happy to be on the Board." He thanked the College Board of Directors for their appointment.

Dirk Rohne also thanked Marilyn for hosting the August Board retreat.

Rosemary Baker-Monaghan announced she will not be able to attend the October 14th Board meeting. She also welcomed Stephen Berk to the Board, and thanked Marilyn for hosting the Board retreat.

XI. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 8:10 p.m.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary