



**BOARD AGENDA ITEM:**  
**DATE:**

**4.1-Regular Meeting Minutes**  
**July 10, 2018**

---

**REGULAR MEETING MINUTES**

**Tuesday, July 10, 2018**

***The Dalles Campus – Board Room, Building 1, Room 1.162***

**ATTENDANCE:**

**Board of Education:**

Charlotte Arnold  
Dana A Campbell  
Lee Fairchild  
Sarah Segal  
Kim Morgan

Stu Watson

Dr. Kevin McCabe

**Staff and Representatives:**

Dr. Marta Cronin  
Lori Ufford  
Eric Studebaker

Tiffany Prince

Courtney Judah

Dan Spatz

Jim Austin

Eric Stasak

---

**1.0 CALL WORK SESSION TO ORDER**

Stu Watson called the work session meeting to order 4:02 pm.

**2.0 WELCOMING OF DR. CRONIN**

**3.0 SKILLS CENTER/HOUSING WORK SESSION – XI-G BRIEFING**

Dan Spatz, Manager of Marketing and Community Outreach, thoroughly reviewed with the Board the “ins and outs” of the skill center and campus housing initiative while addressing the concerns the Board may have regarding these topics as well. He discusses the Article XI-G process, history, and priority setting process as well as CGCC’s current capacity for CTE facilities and the functions of a skill center and the student housing market. In speaking to the clarifying information and next steps Dan and the Board talk over what the Board needs to see in order to make a yes or no, to move forward, recommendation/decision. This topic will return to the next meeting.

**4.0 ADJOURN**

The work session adjourned at 5:53 pm.

---

***Regular Business Meeting -***

**1.0 CALL REGULAR MEETING TO ORDER**

Stu Watson called the meeting to order at 6:01 pm.

**2.0 WELCOME AND INTRODUCTIONS**

Chair Watson asked new President Dr. Marta Cronin to briefly introduce herself and also asked every member in the audience to do the same. During this time Chair Watson in collaboration with the CGCC Foundation Board recognize Interim President, Lori Ufford, for her time serving at the College in her additional role.

**3.0 ELECTION OF BOARD CHAIR AND VICE-CHAIR**

**MOTION #1 – APPROVED**

Director Arnold moved to **nominate Dr. Lee Fairchild as the 2018-19 CGCC Board of Education Chair**. Director Segal seconded. Motion passed unanimously.

The gavel was passed to Lee Fairchild and he assumed the position of Board Chair.

**MOTION #2 – DECLINED**

Director Segal moved to **nominate Dr. Kevin McCabe as the 2018-19 CGCC Board of Education Vice-Chair**. Director Morgan seconded. Director McCabe declined nomination.

**MOTION #3 – APPROVED**

Director Watson moved to **nominate Dana Campbell as the 2018-19 CGCC Board of Education Vice-Chair**. Director Morgan seconded. Motion passed 5-2 with Directors McCabe and Segal in opposition.

**3.1 Recognition of Outgoing Board Chair Stu Watson**

Director Fairchild thanked Stu Watson for his term serving as Board Chair for Columbia Gorge Community College.

**4.0 APPROVAL OF MINUTES**

**4.1 – June 12 , Business Meeting Minutes**

**MOTION #4 – APPROVED**

Director Arnold moved to **approve minutes as presented**. Director Morgan seconded. Motion passed unanimously.

**5.0 PUBLIC COMMENT –**

Steve Kramer, Wasco County Commissioner, spoke to a letter they received from District 21 and the Mid-Columbia Fire District about support about a project, and were given a report. Wasco Commission will also entertain a report from CGCC if it is decided that they will move forward in the same direction as D21 and MCFD, or not – and will await for a request from CGCC.

**6.0 REPORT ITEMS**

**6.1 Enterprise Zone Allocation Process**

Dan Spatz, Community Outreach Manager, introduced City of The Dalles Mayor, Steve Lawrence for the allocation process regarding the enterprise zone funding. Mayor Lawrence explained from the City’s perspective how the funds are distributed and how they are acquired currently.

**6.2 Vacation Accrual Administrative Rule**

Courtney Judah, Director of Human Resources, went over a more finalized version, although still in draft form, of the Vacation Accrual Administrative Rule. Both legal

counsel and Dr. Cronin reviewed the document and made suggestions prior to the Board's view. Discussion ensued over various aspects of the administrative rule, however the Board was in support of the draft moving forward in the approval process for the President.

**6.3 Foundation Report**

Director Segal explained that the Foundation hasn't met yet during the summer as all full year scholarships have been determined. She added that the Foundation Golf Tournament is quickly approaching and to reach out to Stephanie Hoppe if you'd like to participate or be involved.

**6.4 Monthly Financial Update**

Eric Stasak, Interim Chief Financial Officer, reviewed with the Board the full fiscal year financials for 2017-18. He noted that these numbers are unaudited therefore they will need to be adjusted upon closing. In the future he will provide additional quarterly reports on a more granular look.

**6.5 Monthly Budget Report Templates**

Dr. Cronin requested the Board of Education table this item, asking that a meeting first be set between the Business Office and Budget Subcommittee.

**6.6 Operations Update/Set August Goal Session**

Ten days into her new position President Cronin shared that the Executive Leadership Team is no longer – and a new President's Council is being built in its place. She shared her ideas for potential increasing of enrollment, expanding CGCC's virtual presence, and grant work.

The Board of Education added a work session to be held on August 18<sup>th</sup>, 2018 at 7:30am at CGCC with Dr. Cronin to set plan and set goals.

**6.7 Board Subcommittee Structures**

Director Arnold discussed how the board subcommittees have been feeble on the work they wanted to do for this year. She would like to focus on aligning subcommittee work with the goals to be set by the Board and President. This will be expanded on and figured out at the August 18 session.

**6.8 Director's Reports**

Directors each shared the variety of commitments they have community wide and their individual contribution of spreading college awareness and community outreach as a representative of the college.

In the 2018-19 year the Board of Education will adapt to an expanded report out system. Each month one or two subcommittees will share a more in-depth report of the work they have been doing.

**6.9 Other**

**7.0 BUSINESS ITEMS**

**7.1 Selection of OCCA Representative and Alternate**

**MOTION #5– APPROVED**

Director Fairchild moved to **nominate Director Kim Morgan as the college’s OCCA Representative and Stu Watson as Alternate for the 2018-19 academic year.**

Director Campbell seconded. Motion passed unanimously.

**7.2 Selection of LatinX Advisory Council Liaison**

**MOTION #6 – APPROVED**

Director Campbell moved to **nominate Director Kim Morgan as the LatinX Council Member for the 2018-19 academic year.** Director Fairchild seconded. Motion passed unanimously.

**7.3 Selection of Foundation Board Liaison**

**MOTION #7 – APPROVED**

Director Arnold moved to **nominate Director Segal as the Foundation Board Liaison for the 2018-19 academic year.** Director Campbell seconded. Motion passed unanimously.

**7.4 2018-19 Board of Education Calendar**

The Board of Education called for consideration of location and date changes for a few meetings. These will be investigated by Tiffany Prince, Executive Assistant to the Board of Education, and sent out electronically once finalized.

**MOTION #8 – APPROVED**

Director Arnold moved to **accept and adopt the 2018-19 Board of Education Calendar as presented with the additional considerations.** Director Fairchild seconded. Motion passed unanimously.

**7.5 2018-19 Consent Calendar**

Deliberation over the College’s legal counsel came to light, weighing the pros and cons of not using local legal representation. MillerNash will remain as CGCC’s legal counsel.

**MOTION #9– APPROVED**

Director Watson moved to **accept and adopt the 2018-19 Consent Calendar as presented.** Director Segal seconded. Motion passed unanimously.

**7.6 Other**

Director Watson brings forward the topic of board structure, if the Board wishes to change the structure it must file at the County by August 14<sup>th</sup> for public vote. The Board would like the implications to be fully vetted prior to its full support in moving forward, taking it out to the public at large for consideration before placing it on the ballot. Dr. Cronin will ask legal counsel for their opinion and Chair Fairchild will work on targeting a board meeting down the line for further review.

**8.0 EXECUTIVE SESSION - 192.660(e), Nix Property**

*The Board of Education entered Executive Session at 8:07 pm for the purpose of conducting deliberations with persons they have designated to carry on to negotiate real property transactions. The Board adjourned Executive Session at 8:48 pm.*

**9.0 PUBLIC COMMENT**

**10.0 CRITICAL DATES**

Chair Fairchild reviewed the critical dates with the Board.

**11.0 ADJOURN**

The meeting was adjourned at 8:49 pm.

---

As recorded by Tiffany Prince,  
Executive Assistant to the President and Board of Education