

11:00 a.m. Three Rivers Board of Trustees Luncheon, Employee Lounge, Westover Admin Building
12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room, Westover Admin Building

A G E N D A
REGULAR SESSION
Wednesday, February 15, 2023
12:00 p.m.

- I. Invocation and Pledge of Allegiance**
- II. Approval of Agenda**
 1. Consideration and Approval of Agenda
 2. Consideration and Approval of Minutes of the January Board Meeting
- III. Consideration of College Financial Report**
 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - a) Monthly Financial Statements
 - b) Budget to Actual Financial Statements
 2. Cash in Bank
 3. Certificates of Deposits
 4. Checks Issued
 5. Bid Report
- IV. President's Report**
- V. Executive Session** (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal – Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)
- VI. Items for Consideration, Discussion, and Vote**
 1. Consideration, Discussion, and Vote on Butler County Hazardous Mitigation Plan
 2. Consideration, Discussion, and Vote on reaffirm of BP 0343 – Conflict of Interest

*Representatives of the news media may obtain copies of this Agenda by contacting Edie Dilbeck, Executive Assistant to the President, 573-840-9698

VII. Consideration and Approval of all Personnel Actions and Associated Documents

1. Acceptance of Employment
 1. Steve Atwood – Part-time Chief Technology Officer
 2. Angela Seabaugh – Part-time Secretary, Nursing/Sikeston
 3. Steven Wilkinson – Maintenance – External Location Specialist
 4. Christina Wooldridge – Student Services Advisor I
2. Resignation
 1. Kay Riggs – Part-time Administrative Assistant/Human Resources

VIII. Appendix

1. Upcoming Events
2. Recent Newspaper Articles

IX. FY23 Board of Trustees Meeting Dates

- Tuesday, March 14, 2023
- Wednesday, April 19, 2023
- Wednesday, May 17, 2023
- Wednesday, June 21, 2023

X. Adjournment

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**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
January 19, 2023**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, January 19, 2023.

Those present included: Trustees: Chris Williams, chair; Eric Schalk, vice-chair; Darren Garrison, secretary; Dr. Tim Hager, treasurer (absent); Dr. Amber Richardson, member; Gary Featherston, member; and college administrators: Dr. Wesley Payne, president; Mark Richardson, College Attorney; and Edie Dilbeck, recording secretary.

Trustee Featherston delivered the invocation.

Trustee Schalk made a motion to approve the agenda. On a second by Trustee Garrison, the motion passed unanimously.

Trustee Richardson made the motion to approve the November Board Meeting Minutes. With a second by Trustee Schalk, the motion passed unanimously.

Charlotte reviewed the Budget to Actuals as of the end of December 2022. We are 50% into the fiscal year and have recognized 71% of our budgeted revenues and obligated 43% of our budgeted expenses.

Trustee Garrison made the motion to accept the financial report as presented. With a second by Trustee Richardson, the motion passed unanimously.

Dr. Payne presented:

On November 22nd the Music Department held their Fall Concert. Professors Cindy and Buddy White and Adjunct Instructor Ms. Sherri Mitchell do a wonderful job with our Music students.

Sherri Mitchell was selected as the MCCA Outstanding Adjunct Faculty Award Winner Statewide. She was recognized at the annual MCCA Conference Award Banquet. Congratulation Ms. Mitchell.

CALL TO ORDER

ATTENDANCE

INVOCATION

**APPROVAL OF BOARD
MEETING AGENDA**

**APPROVAL OF THE
NOVEMBER BOARD
MEETING MINUTES**

**APPROVAL OF
FINANCIAL REPORT**

PRESIDENT'S REPORT

**MUSIC DEPARTMENT FALL
CONCERT**

**MCCA OUTSTANDING
ADJUNCT FACULTY AWARD**

On December 9th – Annual Employee Christmas Breakfast was held. Trustee Schalk was the MC for the Ugly Hat contest again this year – Congratulation to the winner Lisa DeAngelo!

**EMPLOYEE CHRISTMAS
BREAKFAST**

Spring Convocation was held January 9th in the Bess Activity Center.

SPRING CONVOCATION

January 17th – First Day of Spring 2023 Classes. Everything seemed to be of to a smooth start. Happy to be able to announce that for the first time in a decade that enrollment is up 2.10% in credit hours and 1% in headcount. Thank to all the everyone for all their hard work in making this happen.

**FIRST DAY OF SPRING
CLASSES**

Upcoming Event:

UPCOMING EVENTS

- Ag Connect – January 20-21
- Hall of Fame Banquet – February 3
- Alumni Reunion – February 4
- Jazz Festival – February 9-11
- Funky Butt Brass Band – February 10
- Valentine’s Day Dinner & Show
Michael Michelson – February 14

Trustee Garrison made the motion to enter into executive session at 12:27 p.m. With a second by Trustee Schalk, the board was polled as follows: Trustee Featherston yes; Trustee Richardson, yes; Trustee Hager, (absent); Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

EXECUTIVE SESSION

The College advertised for bids for both basic sports accident and catastrophic sports accident policies. Gallagher Student Health & Special Risk is the incumbent and offered the best, comparative pricing, based on a zero deductible. It is the administration recommendation for the board to accept the policy bid from Gallagher Student Health & Special Risk through Starr Indemnity as well as their proposed Catastrophic Sports Accident policy through Mutual of Omaha Insurance Company.

**ITEMS FOR DISCUSSION
CONSIDERATION AND
VOTE**

Trustee Featherston made the motion to approve the audit. On a second by Trustee Schalk the board was

**APPROVAL OF ATHLETIC
TEAMS INSURANCE**

polled as follows: Trustee Featherston yes; Trustee Richardson, yes; Trustee Hager, (absent); Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

Trustee Schalk made the motion to accept the personnel actions and associated documents as presented. With a second by Garrison the board was polled as follows: Trustee Featherston yes; Trustee Richardson, yes; Trustee Hager, (absent); Trustee Garrison, yes; Trustee Schalk yes; Trustee Williams yes.

There being no further business, Trustee Garrison made the motion to adjourn the meeting at 1:08 p.m. and with a second by Trustee Schalk, the motion passed unanimously.

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTION AND ASSOCIATED DOCUMENTS

ADJOURNMENT

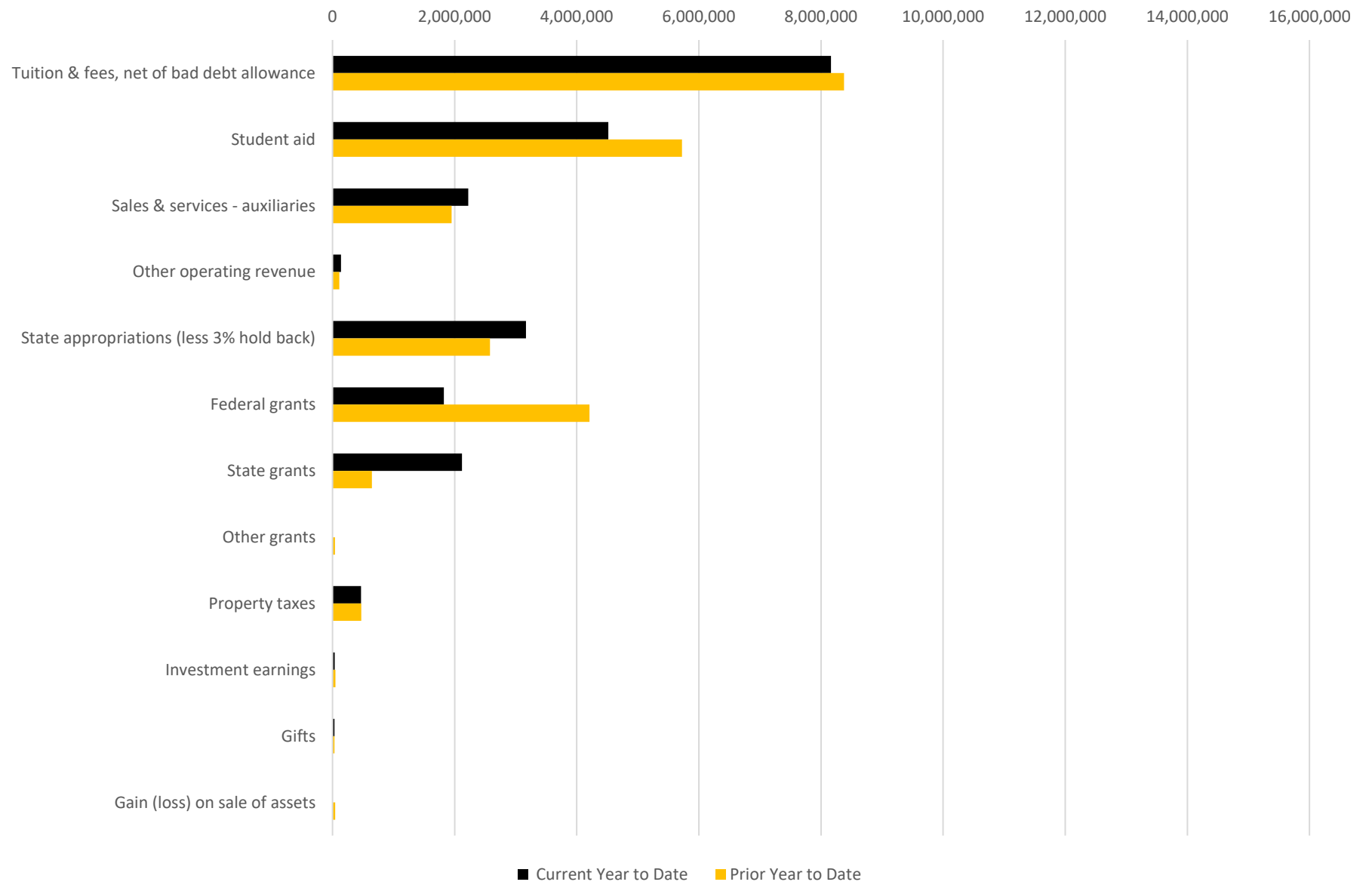
CHAIRMAN

APPROVAL DATE

SECRETARY

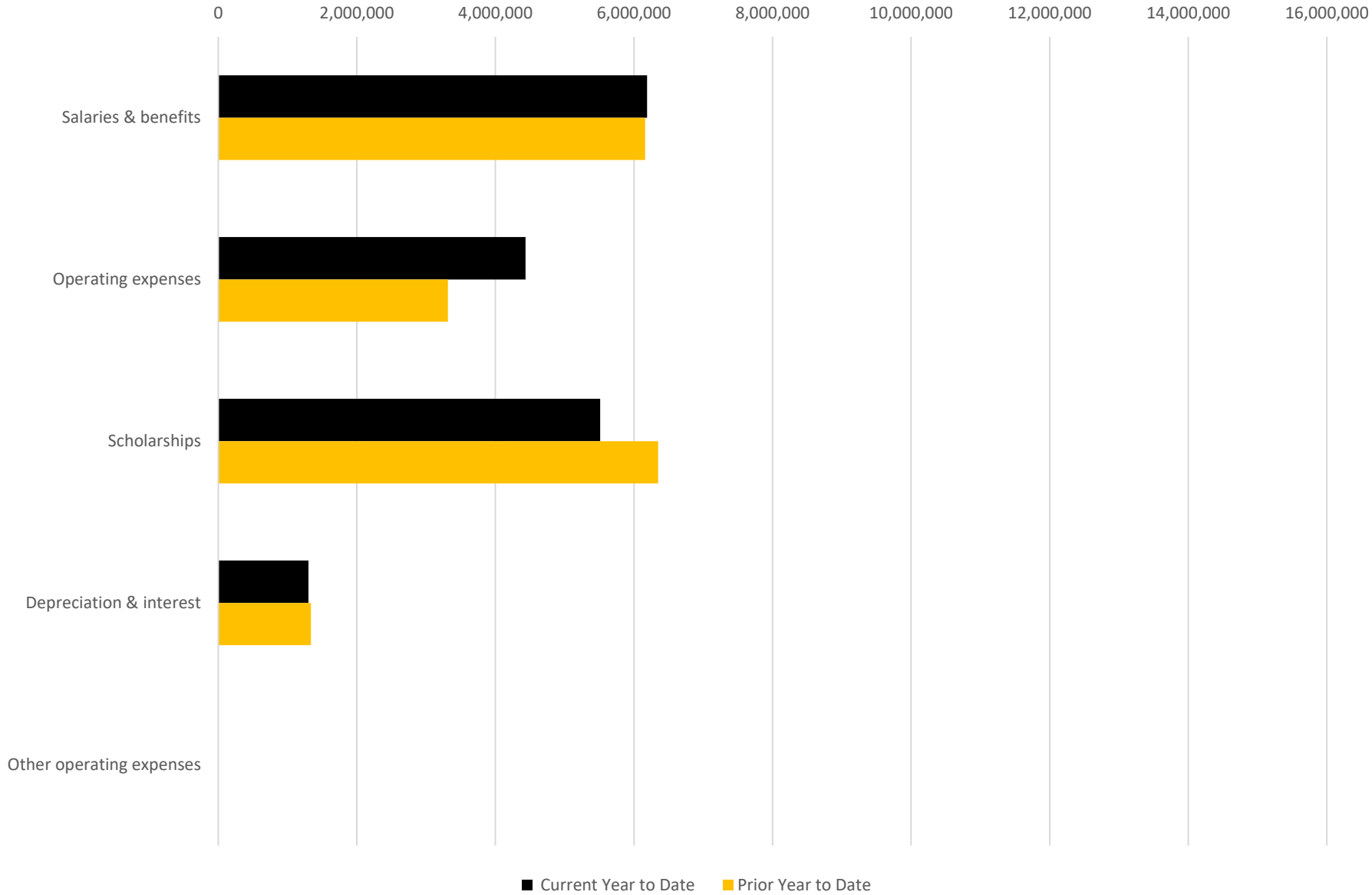
APPROVAL DATE

**YTD Comparison to Previous Year
12/31/2022**

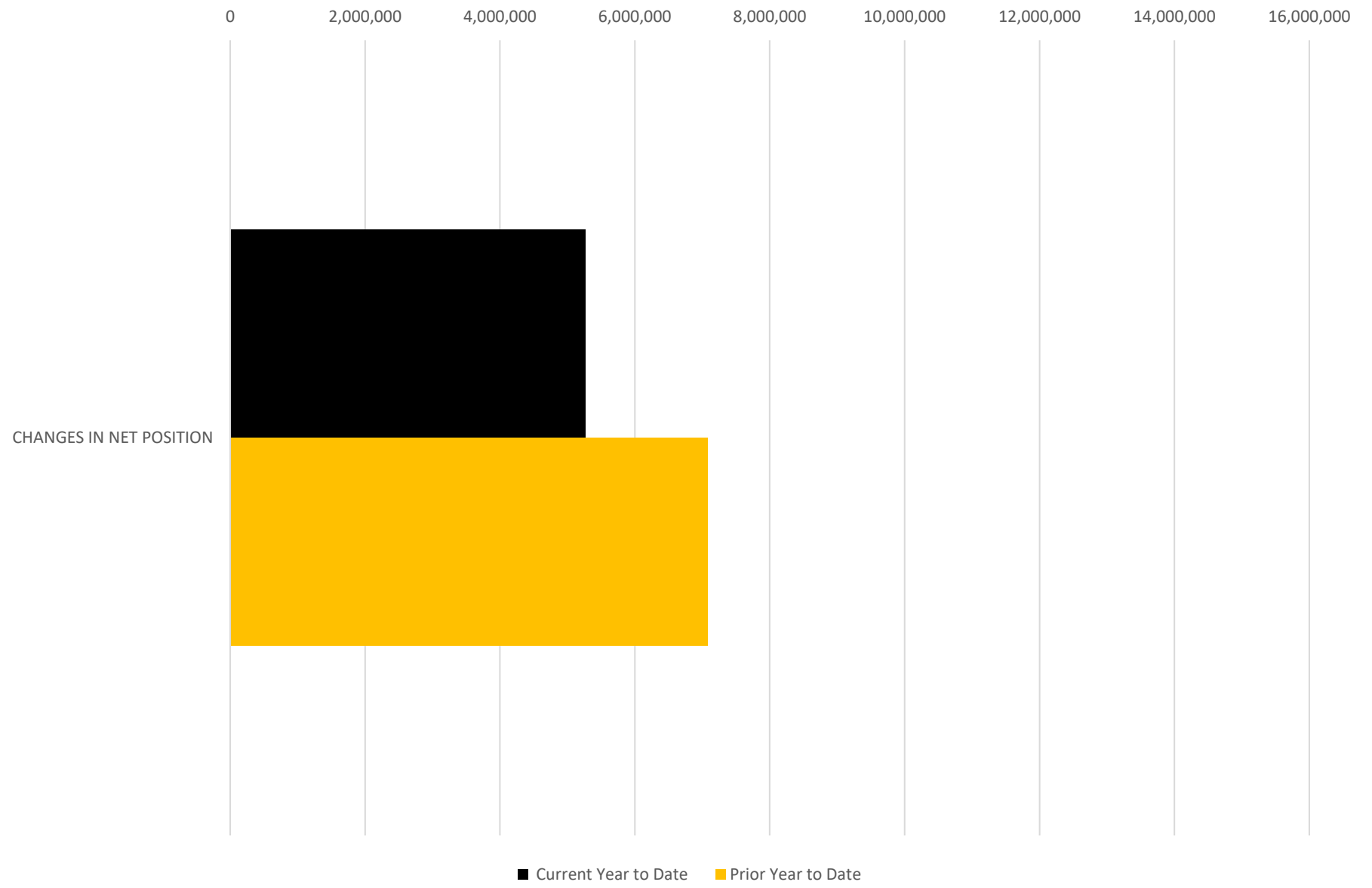


YTD Comparison to Previous Year

12/31/2022



YTD Comparison to Previous Year
12/31/2022



Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
December 31, 2022

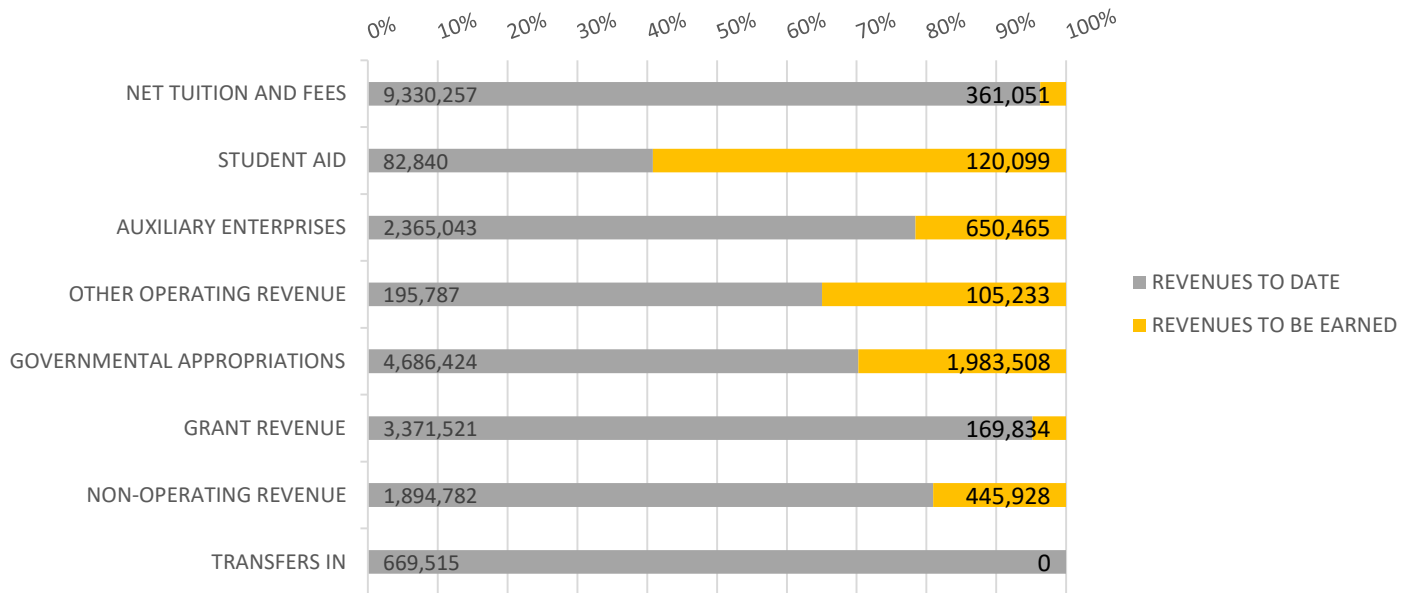
ASSETS AND DEFERRED OUTFLOWS		LIABILITIES, DEFERRED INFLOWS AND NET POSITION	
CURRENT ASSETS		CURRENT LIABILITIES	
Cash & Cash Equivalents	13,228,696	Accounts Payable	406,322
Student Account Receivables, net	6,577,399	Accrued Vacation	345,210
Property Tax Receivable	108,314	Student Deposits	31,600
Other Receivables	8,483,086	Deferred Tuition & Fees	40,000
Investments	0	Scholarships	62,599
Inventory	51,762	Total Current Liabilities	885,731
Prepaid Expenses	270,615		
Total Current Assets	28,719,872	NON-CURRENT LIABILITIES	
NON-CURRENT ASSETS		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	5,091,388
Capital assets	77,089,794	Bonds, Notes and Leases Payable	9,099,205
Plus: Current year additions to capital assets	1,884,004	Accrued Interest	0
Accumulated Depreciation	(37,059,624)	Agency	470,835
Unamortized Bond Issue Costs	0	Total Non-Current Liabilities	14,661,428
Total Non-Current Assets	47,404,961	Total Liabilities	15,547,159
DEFERRED OUTFLOWS	6,237,331	DEFERRED INFLOWS	20,018,807
		NET POSITION	
		Beginning Balance	41,533,251
		Changes in Net Position	5,262,947
		Total Net Position	46,796,198
TOTAL ASSETS AND DEFERRED OUTFLOWS	82,362,164	TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	82,362,164

Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
December 31, 2022

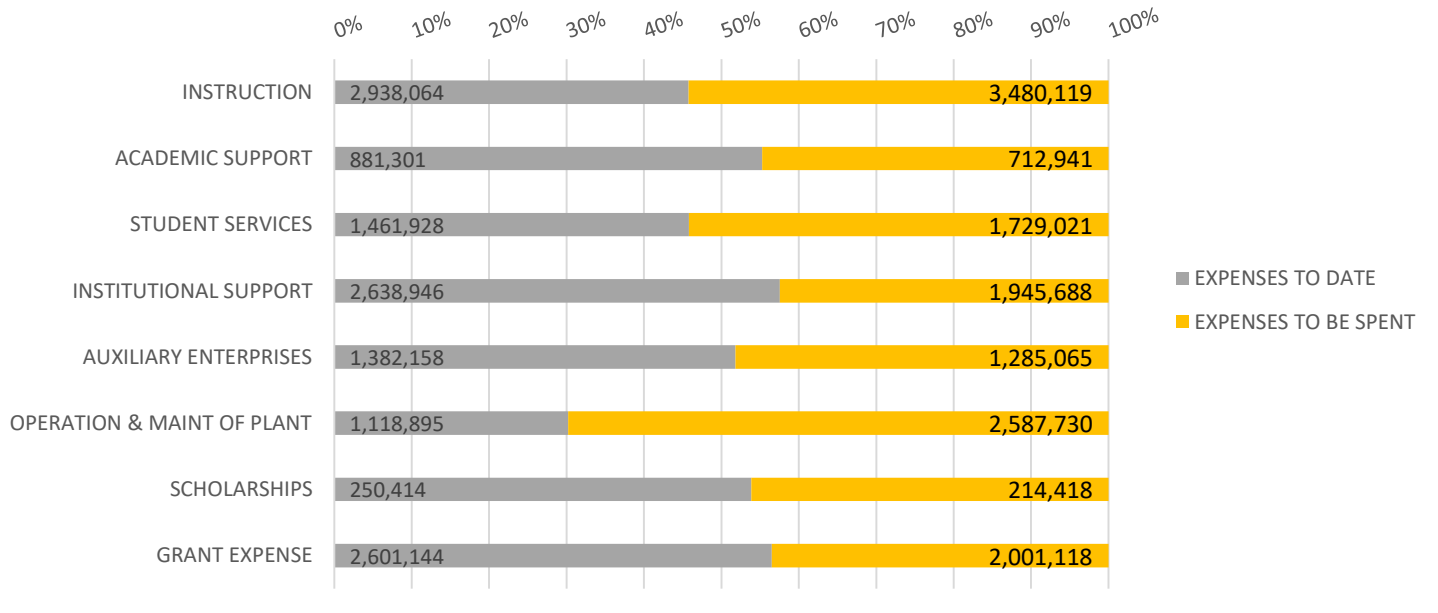
	July	August	September	October	November	December	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE										
Tuition & fees, net of bad debt allowance	4,761,483	457,965	(154,707)	1,487,514	604,047	1,006,310	8,162,612	8,378,284	(215,672)	(2.57)%
Student aid	177,562	10,752	3,483,953	590,887	197,156	58,232	4,518,542	5,724,095	(1,205,553)	(21.06)%
Sales & services - auxiliaries	883,619	152,827	193,981	290,268	275,930	427,380	2,224,005	1,951,983	272,022	13.94%
Other operating revenue	12,476	99,324	5,975	6,168	2,821	11,527	138,290	110,695	27,595	24.93%
Total Operating Revenue	5,835,140	720,867	3,529,202	2,374,837	1,079,955	1,503,448	15,043,450	16,165,058	(1,121,608)	(6.94)%
OPERATING EXPENSES										
Salaries & benefits	989,581	1,011,201	1,055,924	1,049,180	1,065,614	1,015,879	6,187,378	6,161,060	26,318	0.43%
Operating expenses	615,056	483,061	819,137	927,377	878,732	709,387	4,432,749	3,313,301	1,119,449	33.79%
Capital equipment	86,715	124,716	723,363	467,574	300,434	181,202	1,884,004	1,736,016	147,989	8.52%
Less: Transfer to capital assets	(86,715)	(124,716)	(723,363)	(467,574)	(300,434)	(181,202)	(1,884,004)	(1,736,016)		
Scholarships	207,113	46,561	4,339,968	627,046	217,859	72,214	5,510,761	6,346,691	(835,930)	(13.17)%
Depreciation & interest	179,358	196,379	275,060	205,061	221,380	224,372	1,301,610	1,336,252	(34,642)	(2.59)%
Other operating expenses	0	0	0	0	0	0	0	0	0	#DIV/0!
Total Operating Expenses	1,991,108	1,737,201	6,490,089	2,808,664	2,383,585	2,021,851	17,432,498	17,157,303	423,183	2.47%
NON-OPERATING REVENUE (EXPENSES)										
State appropriations (less 3% hold back)	527,965	527,965	527,966	527,965	527,965	527,966	3,167,792	2,578,116	589,676	22.87%
Federal grants	66,222	150,287	611,806	576,079	194,370	226,688	1,825,453	4,206,854	(2,381,401)	(56.61)%
State grants	9,946	43,275	598,577	484,486	476,241	508,785	2,121,310	646,619	1,474,691	228.06%
Other grants	0	0	0	0	0	0	0	41,954	(41,954)	(100.00)%
Property taxes	19,129	21,157	18,258	6,648	28,882	371,449	465,522	471,644	(6,121)	(1.30)%
Investment earnings	6,262	5,431	5,939	6,502	5,785	6,095	36,013	46,741	(10,727)	(22.95)%
Gifts	1,000	600	28,550	0	1,560	0	31,710	32,887	(1,177)	(3.58)%
Gain (loss) on sale of assets	691	1,197	0	0	0	2,306	4,194	45,254	(41,059)	(90.73)%
Total Non-Operating Revenues (Expenses)	631,216	749,912	1,791,096	1,601,679	1,234,802	1,643,290	7,651,995	8,070,068	(418,073)	(5.18)%
CHANGES IN NET POSITION	4,475,249	(266,422)	(1,169,791)	1,167,852	(68,828)	1,124,887	5,262,947	7,077,822	(1,962,864)	(27.73)%

*Prior year includes \$2,349,900 of one-time federal CARES funding

Budget to Actual Revenues 01/31/2023 (58%)



Budget to Actual Expenses 01/31/2023 (58%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
January 31, 2023
Fiscal Year Benchmark: 58%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	9,691,308	9,330,257	96%	361,051
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	202,939	82,840	41%	120,099
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,015,508	2,365,043	78%	650,465
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	301,021	195,787	65%	105,233
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	6,669,932	4,686,424	70%	1,983,508
GRANT REVENUE <i>State Grants, Federal Grants</i>	3,541,355	3,371,521	95%	169,834
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,340,710	1,894,782	81%	445,928
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	669,515	669,515	100%	0
TOTAL REVENUES	26,432,288	22,596,169	85%	3,836,119

NOTE: We have recognized 85% of budgeted revenues. We have recognized 96% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2022, fall 2022 and winter/spring 2023, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget, as amended.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,418,182	2,938,064	46%	3,480,119
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,594,242	881,301	55%	712,941
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,190,949	1,461,928	46%	1,729,021
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,584,634	2,638,946	58%	1,945,688
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	2,667,223	1,382,158	52%	1,285,065
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,706,626	1,118,895	30%	2,587,730
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	464,832	250,414	54%	214,418
GRANT EXPENSE <i>State Grants, Federal Grants</i>	4,602,263	2,601,144	57%	2,001,118
TOTAL EXPENSES	27,228,951	13,272,852	49%	13,956,099

NOTE: We have obligated 49% of our budgeted expenses at 58% into the fiscal year. January payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not yet available at the time of this report. Budgeted decrease in Net Position is a result of planned expenses funded by reserves, as amended.

CHANGES IN NET POSITION	(796,663)	9,323,317
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Three Rivers College
 Capital Budget - Unaudited
 January 31, 2023
 Fiscal Year Benchmark: 58%

	FUNDING SOURCES	SOURCES TO DATE			SOURCES TO BE
		BUDGET	SOURCES TO DATE	%	EARNED
RESTRICTED					
	<i>HEERF (CARES) federal grant</i>	3,499,931	780,076	22%	2,719,855
	<i>HB19/17 state appropriation</i>	1,153,216	1,061,529	92%	91,686
UNRESTRICTED					
	<i>General funds - prior year transfers in (Reserves)</i>	1,790,870	285,437	16%	1,505,433
	<i>General funds - current year transfers in</i>			#DIV/0!	0
TOTAL FUNDING SOURCES		6,444,017	2,127,043	33%	4,316,974
	USES OF FUNDS	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
	<i>Campus improvements</i>	5,028,793	1,882,979	37%	3,145,814
	<i>Westover Administration Building repairs</i>	347,597	0	0%	347,597
	<i>Libla Family Sports Complex</i>	200,000	0	0%	200,000
	<i>Westwood Event Center upgrades</i>	275,644	85,712	31%	189,932
	<i>Academic Resource Commons</i>	172,253	0	0%	172,253
	<i>Tinnin Fine Arts Center refurbish</i>	104,700	8,099	8%	96,601
	<i>Student Housing</i>	58,000	0	0%	58,000
	<i>911 Center remodel</i>	50,000	0	0%	50,000
	<i>Fleet vehicles</i>	160,531	119,531	74%	41,000
	<i>Athletics improvements</i>	46,500	30,723	66%	15,777
TOTAL EXPENSES		6,444,017	2,127,043	33%	4,316,974
NET SURPLUS (DEFICIT)		0	(0)		

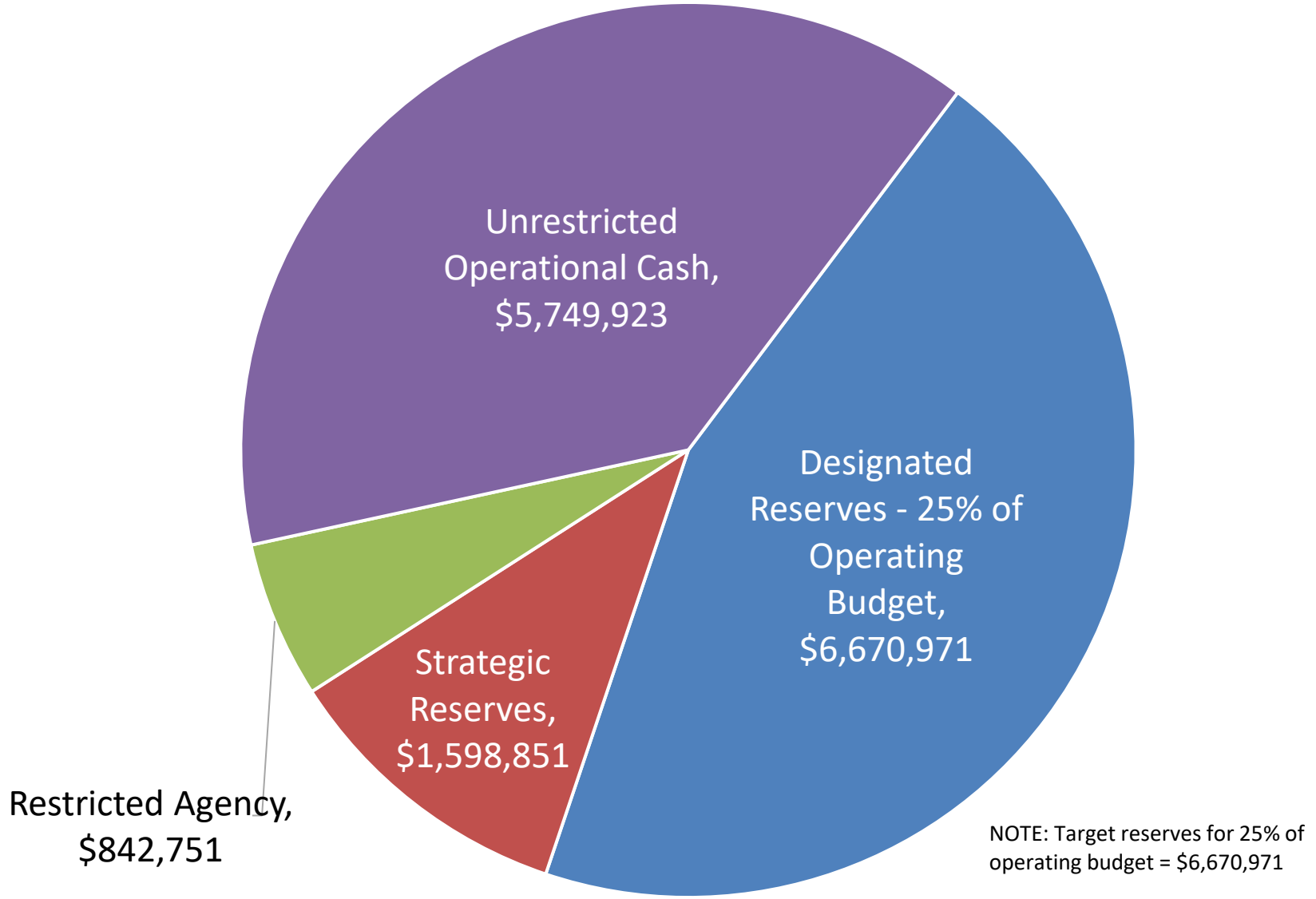
**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

February 2, 2023

	<u>01/03/23</u>	<u>02/02/23</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	2,000.00	2,000.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,888.00	1,888.00
<i>Total Cash Funds</i>	4,225.00	4,225.00
<i>General Accounts</i>		
Southern Bank - General Funds	4,380,027.30	5,268,509.43
Southern Bank - Credit Cards	112,658.13	129,883.64
<i>Total General Accounts</i>	4,492,685.43	5,398,393.07
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	17,186.93	17,357.54
Federal Clearing Account	-	223,083.51
Flexible Spending Account	7,504.51	7,204.85
<i>Total Restricted Accounts</i>	24,691.44	247,645.90
TOTAL CURRENT FUND	4,521,601.87	5,650,263.97
 HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	49,227.37	49,829.73
<i>Total General Accounts</i>	49,227.37	49,829.73
TOTAL HOUSING FUND	98,454.74	99,659.46

	<u>01/03/23</u>	<u>02/02/23</u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	8,179,677.91	8,269,821.93
<i>Total Bank Accounts</i>	<u>8,179,677.91</u>	<u>8,269,821.93</u>
<i>Certificates of Deposit</i>		
	-	-
	-	-
<i>Total Certificates of Deposit</i>	<u>-</u>	<u>-</u>
TOTAL PLANT FUND	<u><u>8,179,677.91</u></u>	<u><u>8,269,821.93</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	518,398.46	520,991.17
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	<u>321,759.75</u>	<u>321,759.75</u>
TOTAL AGENCY FUND	<u><u>840,158.21</u></u>	<u><u>842,750.92</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$14,862,496 AS OF 02/02/2023**



THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF January, 31 2023

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
Total Contingency Fund					-	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF January 31, 2023

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/23	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/23	2,500.00	A. Garner
22246	First Midwest Bank of P.B.	1.05	02/25/98	02/25/23	1,658.87	Missy Braden
2136801	First Midwest Bank of P.B.	0.40	03/05/97	03/05/23	5,000.00	Thelma Jackson
63760768	US Bank of Poplar Bluff	1.24	03/06/89	03/05/23	6,468.04	Butler Co Co-op
423137249	Regions Bank	0.01	05/12/88	04/01/23	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	04/01/23	1,024.34	Fred Morrow
9525	First Missouri State Bank	0.85	05/06/93	05/06/23	2,000.00	Carl Wiseman
2016007496	Commerce Bank	0.03	05/14/90	05/12/23	3,835.00	Bill Vinson
25103	First Midwest Bank of P.B.	0.40	05/14/99	05/14/23	5,000.00	Thelma Jackson
21031218	US Bank of Poplar Bluff	0.25	05/15/94	05/15/23	2,192.00	Greg Starnes
21028105	US Bank of Poplar Bluff	0.25	05/22/91	05/22/23	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.25	05/22/91	05/22/23	20,000.00	Myrtle Rutland
7236	First Missouri State Bank	0.50	05/26/89	05/26/23	16,350.00	Jackie Watson
2016012267	Commerce Bank	0.025	06/04/92	06/03/23	2,350.00	Bill Vinson
63760632	US Bank of Poplar Bluff	1.54	07/02/89	07/01/23	1,226.80	A. Garner
21030291	US Bank of Poplar Bluff	0.25	07/07/93	07/07/23	1,405.00	Joshua Bowman
2170801	First Midwest Bank of P.B.	0.50	07/11/97	07/30/23	10,925.00	Mabel Swindel
21024477	US Bank of Poplar Bluff	0.25	08/22/89	08/22/23	10,000.00	Myrtle Rutland
8036	First Missouri State Bank	0.75	08/23/90	08/23/23	4,000.00	Jackie Watson
1721901	First Midwest Bank of P.B.	0.75	08/25/92	08/25/23	3,000.00	Odd Fellows
110270576	Southern Bank	1.00	08/27/85	08/27/23	5,000.00	Belle Hinrichs
14776	First Missouri State Bank	0.50	08/28/02	08/28/23	5,000.00	Helvey-Miller
21815	First Midwest Bank of P.B.	0.75	09/22/98	09/22/23	5,000.00	Jerome Burford
24325	First Midwest Bank of P.B.	0.35	10/15/99	10/15/23	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	0.35	10/31/97	10/31/23	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	1.65	11/06/00	11/06/23	4,000.00	Coll. Achievement
2012008906	Commerce Bank	0.05	05/11/81	11/11/23	4,526.11	P.C. Hays, Sr.
21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/23	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	0.50	12/05/95	12/05/23	5,000.00	Helvey-Miller
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/23	1,110.00	C.T. McDaniel
2017004259	Commerce Bank	0.30	12/09/89	12/09/23	1,000.00	P.I. Church
2016012160	Commerce Bank	0.03	12/11/91	12/11/23	7,700.00	Bill Vinson
43712	First Midwest Bank of P.B.	2.05	04/27/09	12/14/23	67,447.79	Holder-Rowland
5016847453	Commerce Bank	0.03	12/22/97	12/22/23	10,000.00	Harold Prim
2213401	First Midwest Bank of P.B.	2.05	01/08/98	01/08/24	10,000.00	Jerome Burford

THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
2017004363	Commerce Bank	0.30	03/30/88	03/30/24	10,000.00	Myrtle Corbett
63760695	US Bank of Poplar Bluff	1.73	04/04/85	04/05/24	1,001.63	Lonnie Davis
2018004893	Commerce Bank	0.35	04/10/88	04/10/24	3,000.00	Myra C. Hays
2038701	First Midwest Bank of P.B.	0.65	05/16/96	05/16/24	5,000.00	Thelma Jackson
110260320	Southern Bank	0.90	06/02/86	06/02/24	1,000.00	Hulen Spencer
5017843040	Commerce Bank	0.01	05/01/97	06/07/24	2,900.00	Miles Hays
101401	First Midwest Bank of P.B.	1.00	11/06/89	11/06/24	5,000.00	Charlotte Stone
423135383	Regions Bank	0.01	12/04/04	12/04/24	1,650.00	R. Couperus
423137173	Regions Bank	0.15	12/09/85	12/09/24	5,000.00	Mary Hinrichs
110239662	Southern Bank	3.60	01/05/91	01/05/25	1,412.53	Bulow Mem.
2012008112	Commerce Bank	0.05	08/11/92	02/11/25	1,000.00	Myra C. Hays
110274305	Southern Bank	0.90	05/30/86	06/30/25	5,200.00	Mabel Swindel
2019003547	Commerce Bank	0.40	07/08/90	07/08/26	4,000.00	P.C. Hays, Jr.
423137157	Regions Bank	0.01	01/14/85	01/14/25	2,500.00	Dr. Miller

Total Agency Fund CD's

\$ 321,759.75

Three Rivers College
CD Report
As of January 31, 2023

Investment CDs

Bank Account Interest Rate

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	0.50%

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

Responses

Bank				
Contact				
Comment				
Amount				
3 months				
6 months				
9 months				
1 year				

CDs Transferred

Endowment CDs Transferred to Endowment Trust
--

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Months of JANUARY 2023

Current Fund:	General Fund - Southern Bank	\$ 590,657.57
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>22,706.22</u>
	Grand Total	<u><u>\$ 613,363.79</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 15th day of February 2023.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COLLEGE
BID REPORT
AS OF FEBRUARY 8, 2023**

February 2023 President's Report

- **Ag Connect**
- **Hall of Fame Banquet**
- **Alumni Reunion**
- **Jazz Festival**
- **FBLA District 20 Conference**
- **Gas Card Grant**

Upcoming Events

- Alumni Art Exhibit – Feb. 4 – 24
- Wings – Dublin Irish Dance – February 21
- Poplar Bluff Trivia Night – February 23
- Cinderella – Center Stage Production – March 4, 5, 11 & 12
- Everyone's a Raider Day – March 5
- Social Services Day – March 9
- Spring Break – March 13- 17

A G E N D A
Executive Session
Wednesday, February 15, 2023

I. Executive Session

1. Personnel and any other matters covered by RSMo Section 610.021
2. Real Estate/Property and other matters covered by RSMo Section 610.021.2
3. Legal and other matters covered by RSMo Section 610.021.1

II. Adjournment

V1. Consideration and approval of Butler County Hazardous Mitigation Plan

BACKGROUND INFORMATION--HISTORY

Every five (5) years, Butler County must adopt a new hazardous mitigation plan. As part of this plan, both the city and Three Rivers College are participants and signatories of the plan.

POSSIBLE ALTERNATIVES

Do not adopt the plan

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATIONS

Adopt and approve the Butler County Hazardous Mitigation Plan and authorize the College president to execute all appropriate related paperwork associated with the plan.

**VI. CONSIDERATION OF ADOPTION OF GENERAL ADMINISTRATION
POLICY – BP 0343 – Conflict of Interest**

BACKGROUND INFORMATION

HISTORY

The current policy adopted in May 2017 must be re-adopted bi-annually and resent to the state. No changes to the policy have been made. The policy has been reviewed and approved by the college attorney with no changes recommended.

POSSIBLE ALTERNATIVES

None.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATIONS

Re-Adopt the proposed policy

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0300 Board of Trustees Organization	
Title: BP 0343 Conflict of Interest	Page 1 of 6
Associated Regulation:	
References: Section 105.485.4 RSMo	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 02-15-2023

The Three Rivers College Board of Trustees shall comply with the Missouri Ethics Commission whereby the college passed an ordinance on July 31, 1995 establishing a process of disclosure of potential conflicts of interest (Section 105.485.4 RSMo). Conflict of interest statements must be executed by all members of the board and filed annually.

Conflict of Interest and Financial Disclosure

Contractual and Business Relationships

No board of trustee member shall:

1. Perform any service for the college for compensation in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum except for transactions made pursuant to an award of a contract let or sale made after public notice and competitive bidding and provided that the bid or offer is the lowest received.

2. Sell, rent or lease any property to the college for consideration in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum, unless the transaction is made pursuant to an award or a contract let or a sale made after public notice, provided that the bid or offer accepted is the lowest received.

3. Attempt, for any compensation other than the compensation provided for the performance of his/her official duties, to influence a decision of the board of trustees or the college on any matter.

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0300 Board of Trustees Organization	
Title: BP 0343 Conflict of Interest	Page 2 of 6
Associated Regulation:	
References: Section 105.485.4 RSMo	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 02-15-2023

Business Entities

No partnership, joint venture, or corporation in which any board of trustee member is a partner having the lesser of a ten percent (10%) interest or a ten thousand dollar (\$10,000) value partnership interest, or a co-participant or owner of outstanding shares of any class of stock with a fair market value equal to the lesser of ten percent (10%) of the outstanding shares or \$10,000, shall:

1. Perform any service for the college for any consideration in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum, unless the transaction is made pursuant to an award on a contract let after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

2. Sell, rent or lease any property to the college where the consideration is in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum, unless the transaction is made pursuant to an award on a contract let or sale made after public notice and in the case of property other than real property, competitive bidding, provided that the bid or offer accepted is the lowest received.

Use of Confidential Information

A board of trustee member shall not use or disclose confidential information obtained in his/her official capacity in any manner with the intent to cause financial gain for himself/herself, any other person, or any business. This also precludes the use of mailing lists or the college mail for any communication other than that directly related to college matters. The term confidential Information shall mean all information whether transmitted orally or in writing which is of such a nature that it is not, at that time, a matter of public record or public knowledge.

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0300 Board of Trustees Organization	
Title: BP 0343 Conflict of Interest	Page 3 of 6
Associated Regulation:	
References: Section 105.485.4 RSMo	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 02-15-2023

Acceptance of Gifts

A board of trustee member shall not solicit or accept gifts, payments, or anything greater than a nominal value item or holiday gifts of nominal value from any person, organization, group or entity doing business or desiring to do business with the college.

Contact between Vendors and Board of Trustee Members

A board of trustee member, if contacted by a vendor requesting information about the college's bidding procedures, whether of a general nature or with regard to a specific goods or service to be bid, shall provide the vendor with the name and business telephone number of the chief financial officer of the college. The board of trustee member shall request that the vendor contact the chief financial officer and direct all questions and/or concerns to the chief financial officer.

Financial Interest Statement

All board of trustee members will disclose to the public all potential board of trustee member and employee conflicts of interest including:

1. Transactions in excess of five hundred dollars (\$500) per calendar year between a board of trustee member, college president, chief purchasing officer, or general counsel employed full time, and any person related within first degree consanguinity to such persons and the college, excluding compensation received as an employee or payment of any tax, fee or penalty due to the college. Disclosure will include the dates and identities of the parties in the transaction.

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0300 Board of Trustees Organization	
Title: BP 0343 Conflict of Interest	Page 4 of 6
Associated Regulation:	
References: Section 105.485.4 RSMo	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 02-15-2023

2. Transactions between any business entity in which such individuals have a substantial interest¹ with a total in excess of five hundred dollars (\$500), and the college, excluding any payment of tax, fee or penalty due to the college or payment for providing utility service to the college. Disclosure will include the dates and identities of the parties in the transactions.

The college president, chief financial officer, and the director of purchasing will make written disclosure of the following:

1. The name and address of each employer who provided income of one thousand dollars (\$1,000) or more.
2. The name and address of each sole proprietorship which the individual owned; the name, address and general nature of business conducted by each general partnership or joint venture in which he/she was a partner or participant; the name and address of each partner or co-participant in the partnership or joint venture unless the information is already filed with the Secretary of State; the name, address, and general nature of business or any closely held corporation or limited partnership in which the individual owned ten percent (10%) or more of any class of the outstanding stock or limited partner's units; and the name of any publicly traded corporation or limited partnership which is listed on a regulated stock exchange or automated quotation system which the individual owned two percent (2%) or more of any class of outstanding stock, limited partnership units, or other equity interests.
3. The names and addresses of each corporation for which the individual served as director, officer, or receiver.

¹ "Substantial Interest" is defined as ownership by the individual, his/her spouse, or dependent children, either singularly or collectively, of ten percent (10%) or more of any business entity, or an interest having a value of ten thousand dollars (\$10,000) or more, or receipt of a salary, gratuity or other compensation of five thousand dollars (\$5,000) or more from any individual, partnership, organization or association within any calendar year.

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0300 Board of Trustees Organization	
Title: BP 0343 Conflict of Interest	Page 5 of 6
Associated Regulation:	
References: Section 105.485.4 RSMo	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 02-15-2023

A certified copy of this regulation will be sent to the Secretary of State's Office within ten (10) days of adoption. Disclosure reports will be filed by May 1 for the preceding calendar year with the Secretary of State's office and the board of trustees. Disclosure reports will be made available to the public during normal business hours.

The Three Rivers College Board of Trustees shall readopt the policy biennially on or before September 15 of the calendar year.

CERTIFICATION:

Chairman of the Board

Recording Secretary

Printed Name

Printed Name

Date

Date

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0300 Board of Trustees Organization	
Title: BP 0343 Conflict of Interest	Page 6 of 6
Associated Regulation:	
References: Section 105.485.4 RSMo	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 02-15-2023

DOCUMENT HISTORY:

- 10-15-2009:** Initial approval of policy BP 0343 Conflict of Interest.
- 10-20-2010:** Re-adopted the policy as presented.
- 10-19-2012:** Re-adopted as presented.
- 07-17-2013:** Re-adopted the policy as presented.
- 07-15-2015:** Re-adopted the policy as presented.
- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
- 05-17-2017:** Re-adopted the policy as presented and addition of certification section.
- 03-20-2019:** Re-adopted the policy as presented.
- 04-21-2021:** Re-adopted the policy as presented.
- 02-15-2023:** Re-adopted the policy as presented.

Consideration of Personnel Action
Employment of Personnel
Part-time Chief Technology Officer

PERSONNEL DATA SHEET

Administrative Officer

Professional Staff

Faculty

Support Staff

Federal Program: _____

Special Program _____

NAME: Steven Leroy Atwood

POSITION TITLE: Part-time Chief Technology Officer

SALARY: \$88.00/hour

FULL-TIME PART-TIME:

9 months 10 months 11 months 12 months

Other: subject to 550/50% salary limits of PSRS

STARTING DATE: January 12, 2023

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAS	Three Rivers College	Microcomputer Support Tech
AA	Poplar Bluff, MO	General Education
Certificate		MST Certificate
BS	Hannibal-LaGrange Hannibal, MO	Organizational Management

EXPERIENCE

<u>10/1998 – 11/2022</u>	<u>Three Rivers College</u>	<u>Chief Technology Officer/</u>
	<u>Poplar Bluff, MO</u>	<u>Director, Computer Services/</u>
		<u>Network Administrator/</u>
		<u>Technology & Computer</u>
		<u>Services Specialist</u>

(09/16/2020)

Consideration of Personnel Action
Employment of Personnel
Part-time Secretary, Nursing/Sikeston

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – replacement for Emilee Cook

_____ Federal Program: _____

_____ Special Program _____

NAME: Angela Seabaugh

POSITION TITLE: Part-time Secretary, Nursing/Sikeston

SALARY: \$12.00/hour

FULL-TIME _____ PART-TIME: X

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: February 6, 2023

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
LPN	Sikeston Public Schools Sikeston, MO	Nursing

EXPERIENCE

<u>07/2017 - present</u>	<u>Dexter Public Schools</u>	<u>School nurse/Substitute/Aide</u>
	<u>Dexter, MO</u>	
<u>06/2012 – 11/2014</u>	<u>Poplar Bluff Pediatrics</u>	<u>LPN</u>
	<u>Poplar Bluff, MO</u>	
<u>07/2008 – 06/2012</u>	<u>Preferred Hospice</u>	<u>LPN</u>
	<u>Dexter, MO</u>	

02/15/2023

Consideration of Personnel Action
Employment of Personnel
Maintenance – External Location Specialist

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – replacement for J. Wayne Kearbey; resignation approved 10/19/22

_____ Federal Program: _____

_____ Special Program _____

NAME: Steven Wilkinson

POSITION TITLE: Maintenance – External Location Specialist

SALARY: \$17.37/hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: March 1, 2023

QUALIFICATIONS:

Degree Ed. Institution Major

EXPERIENCE

<u>11/2022 - present</u>	<u>Bluff City Aerie #3730</u>	<u>Maintenance</u>
	<u>Poplar Bluff, MO</u>	
<u>01/2014 – 11/2022</u>	<u>Walls and Ceilings Diablo Blanco, LLC</u>	<u>Owner/Member</u>
	<u>Surprise, AZ</u>	
<u>01/1986 – 12/2013</u>	<u>Walls and Ceilings MD LLC</u>	<u>Drywall Finisher</u>
	<u>Surprise, AZ</u>	

02/15/2023

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Christina Wooldridge

POSITION TITLE: Student Services Advisor I

SALARY: \$14.00/hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: January 17, 2023

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAT Certificate	Three Rivers College Poplar Bluff, MO	Elementary Education General Education

EXPERIENCE

<u>03/2022 – 09/2022</u>	<u>Child Development Center</u> <u>Honolulu, HI</u>	<u>CYP Assistant</u>
<u>08/2021 – 03/2022</u>	<u>RCM Health Care Services</u> <u>Waipahu, HI</u>	<u>RBT</u>
<u>08/2019-08/2021</u>	<u>Bayada Behavioral Health</u> <u>Kapolei, HI</u>	<u>Paraprofessional</u>
<u>07/2016 – 05/2019</u>	<u>Three Rivers College</u> <u>Poplar Bluff, MO</u>	<u>Textbook Coordinator</u>

02/15/2023

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Administrative Assistant/Human Resources

BACKGROUND INFORMATION

HISTORY

Ms. Kay Riggs has been employed part-time with the College since September 2013. She has submitted her resignation, effective end of day, March 14, 2023.

FINANCIAL IMPLICATIONS

This is a part-time staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Riggs' resignation and proceed with review of the position and the appropriate replacement process.

2/15/2023

From: [Kay Riggs](#)
To: [Wesley Payne](#)
Cc: [Kristina McDaniel](#)
Subject: Resigation
Date: Friday, January 27, 2023 9:31:44 AM

Dr. Payne,

Please accept this as my notice of resignation effective March 14, 2023.

I have enjoyed being a part of the TRC family for the past 9 years and working with a great group in Human Resources. This has been a perfect part-time job but I have decided it is time to be totally retired.

Thank you,

Kay Riggs
Administrative Assistant Human Resources
Three Rivers College
Poplar Bluff, MO 63901
Email: kriggs@trcc.edu
Phone: 573-840-9695
Fax: 573-840-9186
trcc.edu

UPCOMING EVENTS

Alumni Art Exhibit: February 4 – 24, 12-3 p.m. Monday – Friday, Tinnin Gallery. Join us for a showing of works of art by Three Rivers alumni. Free admission.

Wings – Dublin Irish Dance: February 21, 7 p.m., TINN Theater. POTA performance sponsored by Dille Pollard Architecture. A brand-new Irish dance production, WINGS features thrilling dance and musical performances by Irish and World Champion dancers and Ireland’s finest musical vocal virtuosos. Tickets: \$15.

Poplar Bluff Trivia Night: February 23, 5 - 9 p.m. Three Rivers Endowment Trust hosts the Poplar Bluff Trivia Night fundraiser at Holiday Inn. Doors open at 5 p.m. and then dinner provided by Imo’s Pizza, trivia starts at 6 p.m. Tables are #120 for six-person team and includes dinner. There will also be a cash bar. You or your business may sponsor a round for \$100. May also sponsor a round and enter a team for \$200. Proceeds from the trivia competition will benefit scholarships for Three Rivers students. The deadline to sign up is February 16. This is a 21-and-older event. If you have questions, please contact Michelle Reynolds at 573-840-9077 or michellereynolds@trcc.edu.

Cinderella: March 3, 4, 10, and 11, 7 p.m. and March 4, 5, 11, and 12, 2 p.m., TINN Theater. A Center Stage performance Directed by Carlie Dillinger. The timeless enchantment of the magical fairy tale comes to life with music from Rodgers & Hammerstein in the Broadway version of this classic. Tickets: 10.

Everyone is a Raider Day: March 5, 12 p.m. - 4 p.m. Local students get free admission, along with up to two parents to the Raiders baseball games and the Lady Raiders softball games. Students and parents will also receive a snack and drink. The Raiders baseball games are at 12 and 2 p.m. at the Roger Patillo Field. The Lady Raiders softball games are at 12 and 2 p.m. at JD Rains Field. To learn more, please contact the Welcome Center at 573-840-9605.

Social Services Day: March 9, 9:30 a.m. - 1 p.m., PLST 108 and Plaster Lobby.

Spring Break: March 13 - 17, No Classes. March 15 - 17, College Closed.

Raiders Baseball:

vs. Shawnee Community College, Feb. 18 @ 12 & 4 p.m.
vs. Marshalltown CC, Mar. 4 & 5 @ 12 & 2 p.m.
vs. Williams Baptist JV, Mar. 8 @ 12 & 2 p.m.

Raiders Basketball:

vs. Tennessee Prep, Feb. 18 @ 7 p.m.
vs. Missouri State University-West Plains, Feb. 22 @ 7 p.m.

Raiders Softball:

vs. Kankakee Community College, Mar. 5 @ 12 & 2 p.m.

Lady Raiders Basketball:

vs. Jefferson College, Feb. 18 @ 2 p.m.
vs. Crowder College, Feb. 22 @ 5 p.m.
vs. John A Logan College, Feb 28 @ 5 p.m.

For the latest on Three Rivers events, visit trcc.edu/events.



DAR News Headlines Jan. 16 – Feb. 7

January 17: Weekend roundup: Tigers roll on TRC floor, Raiders escape late shakiness to beat West Plains

January 19: TRC sees enrollment growth, Jongkuch injured as Raiders fall at Moberly

January 20: RAIDERS SPOTLIGHT Soph shooter putting in the work

January 21: TALL TALES The birth of TRC's mascot: Rocky Raider

January 24: TRC creates memorial nursing scholarship, Raiders hold on for win at State Fair

January 25: The road back for Mak: Raider begin rehab from injury

January 26: Dean's Lists announced for Fall 2022 Three Rivers College, RAIDERS SPOTLIGHT Former Redbird returns closer to nest as new TRC baseball contributor, HOOPS THREE RIVERS women hang on

January 28: Application deadline approaches for TRC Nursing Programs

January 31: MAC connects behind arc to sink Raiders, TRC takes its revenge on MAC

February 2: TRC to unveil Coach Bess statue, Lady Raider ready to lead softball team in final season

February 3: A BIG WEEKEND FOR TRC Hall of Fame beckons Raiders quintet, Gene Bess to be honored as Saturday games air on ESPN+

February 4: TRC INDUCTS FIVE INTO ATHLETIC HALL OF FAME

February 7: STATUE UNVEILED SATURDAY LEGENDS KNOW COACH GENE BESS, 'Hounds stop TRC's 42-game home winning streak, HOUNDED AT HOME Moberly Area press wears down Raiders