BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center on the main campus in Poplar Bluff, Missouri, on Wednesday, December 18, 2013 at 10:00 a.m.

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

DECEMBER 18, 2013

Trustee Grassham delivered the invocation.

INVOCATION

The agenda was unanimously approved as amended with a motion by Trustee Winston and a second by Trustee Davis.

APPROVAL OF BOARD MEETING AGENDA

The minutes of the meeting on November 13, 2013, were unanimously approved on a motion by Trustee Ressel and second by Trustee Winston.

APPROVAL OF MINUTES OF NOVEMBER BOARD MEETING

The minutes of the meeting on November 18, 2013 with the HLC Representatives, were unanimously approved on a motion by Trustee Grassham and second by Trustee Winston.

APPROVAL OF MINUTES OF NOVEMBER HLC MEETING

Charlotte Eubank reported the college’s revenue/expense status as of November 30, 2013. At 42% into the fiscal year the college has recognized 55% of the budgeted revenues. The revenues include fall registration that is currently at 84% of total budgeted tuition/fees. Expenses are at 30% of the budgeted expenses.

CONSIDERATION OF COLLEGE FINANCIAL REPORT

Ms. Eubank updated the board on the capital budget and informed them that we had started projects and the college was making expenditures to cover the costs.

The financial report was unanimously approved as presented on a motion by Trustee Thornton and second by Trustee Ressel.

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

Dr. Stephenson introduced Mr. Steve Austin with Kraft, Tatum and Miles for the presentation of the annual audit. Mr. Austin reviewed the Independent Audit Report informing the board that the audit resulted in an unmodified opinion, there were no material weaknesses in internal control and did not disclose any noncompliance items. The college continues to be a low-risk auditee. Mr. Austin also reported that a positive change in the college’s net asset position of $4.2 million.

CONSIDERATION OF ADOPTION OF THE ANNUAL AUDIT
Trustee Winston thanked the audit team stating that the college has shown great improvement in the six years that he has been on the board. He appreciates the leadership from Dr. Stephenson and Charlotte Eubanks’ diligence to ensure that we are in compliance.

Trustee Thornton made the motion to accept the audit with a second by Trustee Ressell. The board was polled as follows: Trustee David, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressell, yes; Trustee Winston, yes; Trustee Grassham, yes.

Charlotte Eubank presented the bids received for the 2014 Student Athletic Insurance. Five companies were contacted and two returned bids. Gallagher Koster returned a bid for $48,803.00 and Mitchell Insurance returned a bid for $56,225.00.

Gallagher Koster proposal included a coverage period of 104 weeks and zero deductible per injury as compared to Mitchell Insurance of 52 weeks and $1,000 deductible.

Upon recommendation of the administration Trustee Winston made the motion to accept Gallagher Kosters proposal. The motion was seconded by Trustee Ressell and was unanimously approved.

Trustee Winston made the motion with a second from Trustee Thornton to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressell, yes; Trustee Winston, yes; Trustee Grassham, yes.

Dr. Stephenson made the recommendation to permanently hire Aaron Powell as Coordinator of Housing; Guy Nicholson as Finish Carpenter and Michelle Lane as Assistant Coordinator, Dexter Center. He also recommended approval of hiring Dr. Brenda Russell as Dean of Career Education and Workforce Development; Jessie Vaughn as Assistant Network Administrator; and Joel Wood as Project Technician. The resignation of Sherrie Newman, nursing faculty, was presented.

Trustee Ressell made the motion to accept the personnel actions with a second from Trustee Davis. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressell, yes; Trustee Winston, yes; Trustee Grassham, yes.
There being no further business, the board unanimously approved to adjourn the meeting at 11:00a.m. on a motion by Trustee Winston and a second by Trustee Davis.