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, June 24, 2013 at 12:00 p.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.

Trustee Grassham delivered the invocation.

The agenda as unanimously approved as presented on a motion by Trustee Winston and a second by Trustee Davis.

The minutes of the meetings on May 15, 2013, were approved as presented on a motion by Trustee Ressel and second by Trustee Winston.

Charlotte Eubank reported the college’s revenue and expenses as of May 31, 2013. The college is 92% into the fiscal year and has recognized 94% of budgeted revenue. Increased revenues are due to the increase in enrollment. Our expenses are at 83% of our budgeted expenses. This results in a change to net assets of $3,056,185.

Trustee Garrison asked where we expected to be at the end of June as compared to budget. Charlotte indicated that we should end the year with a $1,600,000 surplus.

Dr. Stephenson informed the board that the cabinet members began retrenching expenditures in May in order to maximize the surplus. He saluted the college budget managers for their good work. Trustee Garrison agreed. He stated that it was nice to have the expenditures under control and the college in such a good financial position.

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

Dr. Stephenson reported that the college had a record number of degree candidates – 700 with 350 students participating in the graduation. The college gave Three Rivers College medallions for
the first time this year and the medallions were well received by the candidates for graduation.

Dr. Stephenson informed the board that the college received national coverage due to Mark Kennedy Shriver agreeing to be our guest speaker. We gained a strong advocate in Washington DC due to the relationship that was built between the college and Mr. Shriver.

Dr. Stephenson reported on the recent event with SRG in celebration of an $800,000 workforce training grant. SRG manufactures chrome-coated grills for many automobile companies. The new grant is the second largest contract in which the college has engaged. Governor Jay Nixon along with SRG’s Senior Vice President, Richard Cummings, joined in the celebration.

Dr. Payne discussed the graduation of class 182 from the academy. This academy is the largest in the state. There were 28 graduates from this program and was well attended.

Dr. Stephenson reported that through a partnership with the City of Dexter, the college received directional signs from MODOT on highway 60. The city of Dexter paid 50% of the cost.

Dr. Stephenson was invited on the USDA trade mission to Turkey. The invitation came through Dr. Hagler’s office and Three Rivers College was the only two-year institution that was represented on the trip. There were presentations from 72 different companies and institutions from Turkey. Dr. Stephenson discussed his concentration on precision AG programs, student exchange and program articulation, and that he lobbied throughout the week to get support for the recently submitted DOL grant.

Dr. Payne introduced the team that attended the recent HLC Academy to present the work of the past 5 years in developing a student learning outcomes assessment system. This was the final presentation to the academy and we now have a certificate of completion. This is another milestone in continuing to build our continuous improvement strategic planning initiative.

There is a formal HLC visit scheduled for November 18 and 19 to the college. This visit will evaluate our improvements from the last visit. There were issues with the strategic planning and assessment/outcomes from the prior report. These items have been addressed and the expectation is that the visit will be positive from all aspects.

Dr. Stephenson reported that the annual board retreat was held last week in Sikeston. He invited the board members to comment. Trustee Davis enjoyed meeting the community leaders from Sikeston. Trustee Thornton also commented on the enthusiasm of
the community members. Dr. Stephenson informed the board that the city of Sikeston has approved close to $400,000 dollars to build and install the traffic light at the new entrance.

Charlotte Eubank presented the proposed FY14 Budget. The tuition numbers reflect FY12 enrollment numbers – a conservative estimate. The state core allocation increased more than $200,000 due to redesign of the funding formula that reflects the increased headcount. Ms. Eubank pointed out that the challenges encountered in the current budget process were 1) Increases in salaries and benefits as approved by the board; 2) increases in our health insurance premiums; 3) increased expenses due to increased growth; 4) deferred expenses relating to maintenance items on campus.

The proposed budget is separated into two areas; 1) Operating budget of $23,884,026 and 2) Capital Budget of $10,462,787.

The operating budget covers the recurring expenses associated with the daily activities of the college.
- 56% - Salaries and Wages
- 34% - Operating Expenses
- 6% - Scholarships
- 2% - Capital
- 2% - Depreciation

The capital budget funds the following projects
- Poplar Bluff classroom Building
- Eastern Campus
- Kennett Safe Room
- Kennett Center remodel
- Softball Building
- New entry – Poplar Bluff Campus
- Renovation of Westover Administration Building and Bess Activity Center
- Tinnin Fine Arts Roof Replacement
- Willow Springs Center

After an open discussion with the board and administration, the motion was made to accept the FY14 Budget as presented by Trustee Thornton with a second by Trustee Davis. The board was polled with the following results: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes. The motion was unanimously passed.
Dr. Stephenson presented the lease for the Student Housing buildings from the Three Rivers Building Corporation. This is an annual renewal.

Trustee Davis made the motion to renew the lease with a second by Trustee Grassham. The motion was unanimously approved.

Charlotte Eubank presented the background information for the bids. Four (4) companies were contacted and one responded with a bid for auction services. After discussion by the board Trustee Davis made the motion to table the discussion until the next board meeting.

Due to scheduling conflicts in January with the MCCA meeting it was requested to move the January Board of Directors meeting to January 22.

Motion to change the date was made by Trustee Ressel with a second by Trustee Davis. The motion was unanimously approved.

Dr. Stephenson presented the acceptance of employment and resignations. Trustee Winston made the motion to accept the personnel actions as presented with a second by Trustee Grassham. The motion was unanimously approved.

Chairman Garrison asked the administration and board members if there was business to conduct in an Executive Session. As there was no business to be conducted, the board did not enter into Executive Session.

Trustee Garrison reviewed the NJCAA response to be sent by the administration in order to have scholarships reinstated. Through the efforts of the administration and the booster club, we will have 3 of our 6 men’s basketball scholarships reinstated effective July 1 and the 2 baseball scholarships reinstated.

Trustee Winston informed the board that there has been a request for the college to offer our field for free in order to host the first annual Spring Softball tournament.

There being no further business, the board unanimously approved to adjourn the meeting at 12:45 p.m. on a motion by Trustee Winston and a second by Trustee Thornton.

CONSIDERATION OF AND APPROVAL OF RENEWAL OF BUILDING CORPORATION LEASE

CONSIDERATION OF AND APPROVAL OF AUCTION SERVICES BID FOR THE EMERSON BUILDING

CONSIDERATION OF AND APPROVAL OF RESCHEDULING THE JANUARY BOARD MEETING

CONSIDERATION OF PERSONNEL ACTION

MOTION TO ENTER INTO EXECUTIVE SESSION

ADJOURNMENT

DARREN GARRISON, CHAIRMAN

BEN RESSEL, SECRETARY

7-17-13

APPROVAL DATE

7/17/13

APPROVAL DATE