

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, June 22, 2020, 3:45 p.m.  
5 Virtual Zoom Meeting  
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at  
8 3:45 p.m., Monday, June 22, 2020, via Zoom.  
9

10 **I. CALL TO ORDER AND ROLL CALL**

11 Chairperson Shannon Lund called the meeting to order at 3:45 p.m. The following Board  
12 members were in attendance:

13  
14 Peter Akey Patrick Gulick Mark Holston  
15 Callie Langohr Lyle Mitchell  
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District. Trustee  
18 Kelly Stimpson was absent with prior Board approval.  
19

20 **II. PUBLIC COMMENT-None**  
21

22 **III. CONSENT ITEMS - ACTION**

- 23 **A.** Approval of the minutes of the Board of Trustees meeting on May 18, 2020 and the  
24 Special Board Conference Call on June 4, 2020.  
25 **B.** Next regular Board of Trustees meeting – July 27, 2020  
26

27 Trustee Pete Akey moved that the Board of Trustees approve ITEMS A, & B Under Section II,  
28 Consent Agenda-Action. Trustee Mark Holston seconded the motion. The motion carried  
29 unanimously with six (6) "yes" votes.  
30

31 **IV. COMMENTS**

32 **A. Faculty**

33 **1. Faculty Activities Report**

34 The Faculty Activities report was submitted to the Board as a written report (see Attachment I).  
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36 **B. Executive Staff Activities Report**

37 The Board of Trustees thanked the Executive Staff for their informative reports.  
38 Trustees and President Karas noted all the hard work faculty and staff do every day to continue to  
39 make FVCC an amazing place for students.  
40

41 **V. COLLEGE ISSUES**

42 **A. Student Success: Nursing**

43 Myrna Ridenour, Director, Nursing, provided the Board with an update on the  
44 nursing program and students during the COVID-19 closures. The Nursing Program was able to  
45 continue to provide students the necessary hours, clinical experience and lab experience needed  
46 during the COVID-19 closures. Several lab classes were still held during the closure with proper  
47 health and safety guidelines in place to include, proper social distancing, temperature checks

1 prior to all skill labs and mask and gloves were provided to all students. Several skills labs and  
2 lectures were able to be moved to online and students were able to complete their lecture courses  
3 on time. Some skills labs were held in virtual classrooms with in-home kits shipped to students  
4 so that they were able to complete the necessary skills virtually in front of an instructor. Some of  
5 the simulation experience needed will be added to the summer classes and some of those classes  
6 will be able to finish early. Eight students were able to complete some of their clinical hours on  
7 the ground at Kalispell Regional Medical Center. Some requirements have been modified by the  
8 Board of Nursing, such as simulation hours being decreased to 50% of those needed through  
9 December. Trustees thanked Myrna and all the nursing program staff and faculty for all their  
10 hard work to provide creative ways for the nursing students to complete their program  
11 requirements during such a difficult and changing time.

12  
13 **B. Board Policy, Chapter II, Organization, Section 10, Board of Trustees (First**  
14 **Reading)**

15 The Board was presented with the Board Policy Chapter II, Organization, Section  
16 10, Board of Trustees (First Reading) for review and approval. It was noted that one change was  
17 made as it relates to voting at Board meetings by a show of hands. Trustee Callie Langohr  
18 moved that the Board approve Board Policy, Chapter II, Organization, Section 10, Board of  
19 Trustees (First Reading). Trustee Patrick Gulick seconded the motion. With no further  
20 discussion, the motion carried unanimously with six (6), “yes” votes.

21  
22 **C. Finance and Audit Committee Update**

23 Trustee Peter Akey noted that the Finance and Audit Committee did meet prior to  
24 the meeting and had an in-depth review of the FY21 budget. Following the thorough review of  
25 the proposed budget, the Finance and Audit Committee recommends approval of the first reading  
26 of the fiscal year 2021 proposed budget. In addition, the committee reviewed Resolution 20-6,  
27 Disposal of Surplus Property and participated in a review of the most recent audit findings with  
28 Eide Bailey.

29  
30 **1. Resolution 20-6, Disposal of Surplus Property**

31 The Board was presented with Resolution 20-6, Disposal of Surplus Property through Sale. The  
32 college found it necessary to dispose of surplus property that is no longer suitable for the college.  
33 Trustee Callie Langohr moved that the Board of Trustees approve Resolution 20-6, Disposal of  
34 Surplus Property. Trustee Mark Holston seconded the motion. With no further discussion, the  
35 motion carried unanimously with six (6) “yes” votes.

36  
37 **2. Fiscal Year 2021 Proposed Budget (First Public Hearing)**

38 The budget plan for Fiscal Year 2021 (First Reading) was developed and  
39 submitted to the Board for review and action. President Karas indicated that this is the first  
40 public reading of the budget and it will again be brought before the Board at the July Trustees  
41 meeting for a second reading. Beckie Christiaens, Vice President/Chief Financial Officer,  
42 Finance and Administration, presented the Board with a review of the budget prior to the meeting  
43 during a Board Retreat and again during the Finance and Audit Committee meeting. Trustee  
44 Peter Akey moved that the Board of Trustees approve the preliminary Fiscal Year 2021 Proposed  
45 Current Unrestricted (General Fund) budget (First Reading) of \$21,052,898. Trustee Callie  
46 Langohr seconded the motion. With no further discussion, the motion carried unanimously with  
47 six (6) “yes” votes.

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2 **3. Audit Review**

3 The Finance and Audit Committee received an audit review from Eide Bailey  
4 prior to the Board meeting. Trustee Peter Akey provided the Trustees with a summary of the  
5 audit review. The college did have a clean audit with no concerns. Trustee Akey and President  
6 Karas thanked Beckie Christiaens and staff for all their hard work in helping in achieving a clean  
7 audit and the audit process.  
8

9 **D. Trustees Events Calendar**

10 President Karas reviewed the Trustees events calendar and noted that the college  
11 will be closed on Friday, July 3, in observance of the Independence Day holiday. The next  
12 regularly scheduled Board meeting is scheduled for Monday, July 27, and that it could be  
13 possible that it will be another virtual meeting depending on the state's guidelines to re-opening.  
14 There is no regularly scheduled Board meeting for the month of August. The All Employee In-  
15 Service will be held on August 18 and classes will begin earlier on August 24 and will end on  
16 November 25, the day before Thanksgiving. The annual Governor's Cup has been cancelled for  
17 this year and thus there will be no Governor's Cup dinner hosted on the campus.  
18

19 **E. President's Update**

20 President Karas updated the Board on several items:

- 21 • The Board of Regents held a virtual meeting on May 20, at which there were no  
22 issues related to the college discussed during the meeting.
- 23 • Summer enrollment numbers are almost even with numbers from the same time  
24 last year, down only about 1.6%. Fall enrollment has trended slightly higher.
- 25 • The Encore campaign has begun to ramp up again, with new materials being  
26 produced and a new plan put in place to hopefully raise the remainder of the  
27 fundraising goal and close out the campaign.
- 28 • President Karas has put together a task force to discuss and prepare for the  
29 upcoming semesters in regards to the ever changing requirements of Covid-19.  
30 The task force made the recommendation to have classes begin early on August  
31 24 and end early on November 25. Should students wish to take additional  
32 interim classes after November 25, there will several virtual classes offered  
33 through the winter break.  
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35 **VI. ADJOURNMENT**

36 With no further discussion, the meeting was adjourned at 4:14 p.m.

37 Ms  
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40 Shannon Lund, Chairperson of the Board  
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44 Kelly Stimpson, Secretary to the Board  
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