

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, July 25, 2022, 3:45 p.m.
5 Blake Hall 140
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at
8 3:45 p.m., Monday, July 25, 2022.
9

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

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

13 Callie Langohr Lyle Mitchell Mary Ruby
14 Kelly Stimpson Travis Steindorf

15 Trustee Patrick Gulick notified Chairperson Akey that he would be arriving late. Also present were
16 President Jane Karas and Suzanne DeCamp, Clerk of the District.
17

18 **II. PUBLIC COMMENT - None**
19

20 **III. CONSENT ITEMS - ACTION**

21 **A.** Approval of the minutes of the Board of Trustees Retreat on June 27, 2022.
22

23 **B.** Approval of the minutes of the regular Board of Trustees meeting on June 27, 2022.
24

25 Trustee Kelly Stimpson moved that the Board of Trustees approve ITEMS A and B under
26 Section III, Consent Agenda - Action. Trustee Mary Ruby seconded the motion. The motion
27 carried unanimously with six (6) "yes" votes.
28

29 Trustee Patrick Gulick arrived at 3:48 p.m.
30

31 **IV. MONTHLY REPORTS**

32 **A. Executive Staff Activities Report**

33 The Board acknowledged the Executive Staff for their informative reports.
34

35 **V. COLLEGE ISSUES**

36 **A. Student Success: Update on Running Start and Student Experience**

37 Beth Romain, Running Start Program Director, provided an update on the Student
38 Experience and Running Start Programs. The five week summer Student Experience Program
39 is offered to high school juniors and seniors, there were 50 registrants this year. The Running
40 Start Program will be offering 63 concurrent enrollment classes in 20 different high schools
41 across the state, up from 57 classes last fall. Beth shared a success story from May when seven
42 high school students from Columbia Falls walked across the FVCC stage and graduated with
43 their welding CTS. Next year we will be able to offer those students a CAS in welding
44 technology and they will be able to complete the first year of the two year welding degree while
45 at Columbia Falls High School.

1 President Karas thanked Beth for her hard work growing the Running Start
2 Program.

3
4 **B. Academic Program Proposals**

5 The Board was presented with two Academic Program Proposals for 2022-
6 2023. During its June 27, 2022 meeting, the Curriculum Committee voted to recommend the
7 following changes:

- 8 1. Brewing Science and Brewery Operations, AAS Program
9 Moratorium
- 10 2. Brewery Technician, CTS Program Moratorium

11 Trustee Kelly Stimpson moved that the Board of Trustees approve the Academic Program
12 Proposal recommendations as submitted. Trustee Travis Steindorf seconded the motion. With
13 no further discussion, the motion carried unanimously with seven (7) “yes” votes.

14
15 **C. Finance and Audit Committee Report**

16 Chairperson Pete Akey reported that the Finance and Audit Committee met prior
17 to the Board meeting for an in-depth review of the FY2023 budget. There were two changes to
18 the budget since the approval of the first public hearing on June 27, 2022. The first change is a
19 3% increase in enrollment which impacts the budget tuition by \$78,100 and the second is an
20 increase of \$7,100 in state entitlements. Following the thorough review of the proposed budget,
21 the Finance and Audit Committee recommends approval of the second reading of the FY2023
22 proposed budget.

23 **1. Fiscal Year 2023 Proposed Budget (Second Public Hearing)**

24 The budget plan for FY2023 (Second Reading) was developed and submitted to the
25 Board for review and action. President Karas further explained the two changes to the budget
26 since the first reading. Instead of the 2% projected increase in total FTE, it is looking more
27 positive that the increase will be 5% total FTE which will increase tuition by \$78,100, that
28 amount coupled with the \$7,100 increase in state entitlements, adds \$85,200 that was put into the
29 operating budget into a contingency account. Trustee Lyle Mitchell moved that the Board of
30 Trustees approve the Fiscal Year 2023 Preliminary Budget (Second Reading) of \$21,161,635.
31 Trustee Kelly Stimpson seconded the motion. With no further discussion, the motion carried
32 unanimously with seven (7) “yes” votes.

33
34 **D. Bookstore Credit Card Gateway Processor**

35 FVCC currently uses the Flathead County Treasurer for all banking activity in
36 accordance with MCA 20-15-308, which states, “Community college district moneys shall be
37 deposited with the county treasurer of the county where the community college is located or with
38 other depositories approved by the regents.” The County Treasurer manages cash accounts for
39 all county organizations and must maintain strict rules for credit card gateway and processing
40 services. The FVCC bookstore currently uses software that will no longer be supported by the
41 Treasurer approved credit card gateway system effective October 1, 2022. To continue accepting
42 credit cards in the bookstore it is essential to open a separate depository account. FVCC requests
43 permission to explore establishing a banking relationship with a local institution, in accordance
44 with MCA 20-15-308. President Karas stated that if the Board approves the action, then it will
45 be presented to the Board of Regents at their September meeting for their approval. Trustee

1 Kelly Stimpson moved that the Board of Trustees approve allowing FVCC to establish a banking
2 relationship with a local institution in accordance with MCA 20-15-308. Trustee Patrick Gulick
3 seconded the motion. A RFP could be done prior to the Board of Regents meeting stating that it
4 will be pending approval of the Board of Regents. That would allow the college to be ready to
5 move forward without a lapse in service if the Board of Regents approves the request at their
6 September meeting. With no further discussion, the motion carried unanimously with seven (7)
7 “yes” votes.
8

9 **E. Board of Trustees Event Calendar**

10 President Karas reviewed the Trustees event calendar. The next Board meeting is
11 scheduled for Monday, September 26, 2022, there will not be a meeting in August because the
12 Board holds retreats to make up for the August meeting. The October 24, 2022 Board meeting
13 will be offered virtually as well as in person to accommodate Board members who are traveling
14 for the ACCT Leadership Congress in New York.
15

16 **F. President’s Report**

17 President Karas updated the Board on several items:

- 18 • Governor’s Cup – FVCC will be hosting an evening dinner and reception on
19 campus on Thursday, July 28th. If anyone is interested in attending, please let
20 Suzanne DeCamp know.
- 21 • Wachholz College Center (WCC) – The WCC website went live last week.
22 Patrons can find a list of upcoming events and purchase tickets online. For events
23 that we are promoting, donors who have given at least \$100,000 will get a two day
24 pre-sales notice. Donors that “purchased a seat” in the WCC will receive a 24
25 hour pre-sales notice.
- 26 • Summerfest – The Foundation’s Summerfest fundraising event was held on June
27 30th at The Nest in Bigfork. The culinary students, staff and volunteers did a great
28 job. The event netted around \$80,000 for student scholarships.
- 29 • Bibler Gardens – The Summer Garden Party hosted by the Foundation was held
30 last Monday at the Bibler Home and Gardens. More tours will take place August
31 1st-3rd.
- 32 • Accelerate MT – We are anticipating receiving funding from Accelerate MT to
33 expand our CDL program which will help us add another session Thursday-
34 Saturday. There will be some funding to help those who do not live here with
35 hotel, fuel, and childcare expenses. The Supervisor Jump Start Program was also
36 approved for funding.
- 37 • Rebecca Farm Event – President Karas thanked all of the volunteers who helped
38 with the parking at the event last week.
- 39 • Press Release – President Karas shared a press release announcing a \$1M
40 donation from Lola Vulles. Ms. Vulles will be naming the performing arts wing
41 of the WCC for her family.
42

43 **G. Board Self Evaluation**

44 The Board reviewed their annual self evaluation. The Board discussed following
45 the succession planning this year and wanting to move away from the Boardable program. In

1 addition, it was suggested that if there are any questions when the agenda is received to reach out
2 to President Karas before the Board meeting to allow preparation time to address at the Board
3 meeting.
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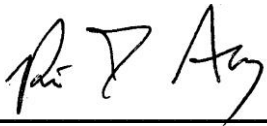
5 **VI. EXECUTIVE SESSION**

6 Chairperson Pete Akey announced that the Board would go into Executive Session to
7 discuss a personnel matter. It was determined that the demand of individual privacy clearly
8 exceeded the merits of public disclosure and therefore he would close the meeting. The meeting
9 was closed at 4:20 p.m. Trustee Kelly Stimpson left at 4:35 and left a proxy vote. The meeting
10 was reconvened at 4:37. Trustee Patrick Gulick moved that the President's current contract be
11 extended to June 30, 2027 with an additional \$5,000 for retirement and \$5,000 for longevity.
12 Trustee Travis Steindorf seconded the motion. With no further discussion, the motion carried
13 unanimously with seven (7) "yes" votes.
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15 **VII. ADJOURNMENT**

16 With no further discussion, the meeting was adjourned at 4:38 p.m.

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23 Pete Akey, Chairperson of the Board

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28 Patrick Gulick, Secretary to the Board