

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING MINUTES  
October 26, 2022

Trustees Present: Thomas Smith, Jason Taylor, Vernie Coy, Carl Tharman

Trustees Not Present: Russell Karn. Kenneth Huss joined the meeting via conference call during the Executive Sessions.

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:30 p.m. in the Conference Room of the David Reist Administration Building on the Highland Campus.

Approval of the Agenda: President Deborah Fox requested that Item IX. Executive Session to Discuss Non-Elected Personnel be moved up to after Item VI. It was moved by Mr. Taylor, seconded by Mr. Coy, that the Agenda be approved as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Taylor, seconded by Mr. Coy, that the minutes of the September 28, 2022, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Coy, seconded by Mr. Taylor, that warrants numbered 471538 through 472753 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Memorandum of Understanding Between Highland Community College and Highland Community College Foundation: The Trustees were presented a proposed MOU between HCC and the HCC Foundation in which the Foundation would raise matching funds for the construction of a Pole Shed at the Western Center in Baileyville. The purpose of the shed will be to provide outdoor shelter for equipment used in the various technical programs there as well as to provide a more attractive exterior to the facility. The estimated project cost is between \$72,000 - \$80,000. HCC would provide \$36,000 to \$40,000 in Capital Outlay funds and the Foundation would provide matching funds and could utilize tax credits to raise funds. As of this meeting, the Foundation has raised \$35,000 towards the project. Discussion. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the Memorandum of Agreement between the HCC Board of Trustees and the HCC Foundation

Academic Calendar- Second Reading: Mrs. Sharon Kibbe, Vice President for Academic Affairs, presented the Board with the second draft of the 2023-2024 academic calendar. She noted several changes that were made since the first reading. Discussion. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the 2023-24 Academic Calendar be approved with the suggested changes. Motion passed.

Klinefelter Farm Barn Rental Fees: President Deborah Fox noted that the Klinefelter Barn can be rented for agricultural purposes, educational purposes, and activities related to economic development at a rate of \$25 per hour. Other events are not currently allowed. She recommended opening the use of the Klinefelter Barn to other events at the rate of \$75.00 per hour; however, weddings or wedding receptions will not be allowed. It was moved by Mr. Coy, seconded by Mr. Taylor, that the rent of the Klinefelter Barn for agricultural purposes, educational purposes, and activities related to economic development be increased from \$25 per hour to \$40 per hour and that other events be allowed, with the exception of weddings and wedding receptions, at the rate of \$75 per hour. Discussion. Motion passed.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 7:01 p.m. for no more than one hour to discuss Non-elected Personnel and requested President Fox and legal counsel remain in the session. Motion passed.

The Board reconvened to Regular Session at 8:01 p.m.

It was moved by Mr. Coy, seconded by Mr. Tharman, that the Executive Session be extended for no more than one hour with President Fox and legal counsel remaining in the session. Motion passed.

The Board reconvened to Regular Session at 9:00 p.m.

President's Report: President Fox provided a summary of the recent HCC Foundation Meeting held on October 24, 2022. She talked about football field usage and discussed student account receivables and future collections plans.

Adjournment: Chairperson Smith declared the meeting adjourned at 9:45 p.m.

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Thomas Smith  
Chairperson

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Date

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Carl Tharman  
Secretary/Treasurer