
DCC BOARD OF TRUSTEES
MEETING MINUTES

Meeting Date: February 28, 2022

Meeting Location: DCC Board Room

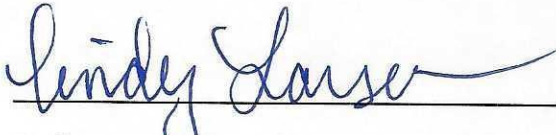
Approval: FINAL

Recorded By: Penny Zimmerman

Attendance

Name	Title/Organization	Present
Chad Knudson	Chair	Yes
Cindy Larsen	Vice Chair	Yes
Spencer Johnson	Trustee	Yes
Sarah Thorson	Trustee	Yes
Kathy Hoiland	Trustee	Yes
Mike Wilondek	Trustee	Yes
Justin Beach	Dean of Student Success/F.A. Director	Yes
Dennis Harp	DCC Foundation Director	Yes
Todd Thompson	Director of Physical Plant	Yes
Matt Hull	Dean of Academics	Yes
Kathleen O'Leary	Interim President	Yes
Penny Zimmerman	Assistant to the President	Yes
Community Members		
Jamie Crisafulli	Ranger Review	Yes
Angela Provart	Pauly Group	Yes


 Chad Knudson, Chair


 Cindy Larsen, Vice Chair

**Dawson Community College Board of Trustees
Minutes of Regular Board Meeting
Monday, February 28, 5:30 pm
Recorded by Penny Zimmerman**

The meeting was called to order by Chad Knudson at 5:46 p.m as there were technical difficulties to begin.

Correspondence

No correspondence

Minutes

- Trustee Larsen/Trustee Johnson moved/seconded the motion to approve the minutes of the January 24 2022 board meeting.

Motion carried unanimously.

- Trustee Wilondek/Trustee Thorson moved/seconded the motion to approve the minutes of the Special Board held on February 4, 2022.

Motion carried unanimously.

- **Trustee Larsen/Trustee Hoiland** moved/seconded the motion to approve the minutes of the Special Board held on February 8, 2022.

Motion carried unanimously.

Presidential Search Update:

Angela Provert from the Pauly Group updated the Trustees on the Presidential Search. To date, she has received 5 applications and they will probably not be in the top 20. She would like to set dates for on-site visits for the candidates, possibly in late April or early May. Angela and Chair Knudson will work together to set four different dates. Candidates may apply through the DCC website or call or email Angela. Trustee Thorson's contact will also be on the website.

Reports

Facilities Review

Todd Thompson review the yearly overview. He expresses his appreciation to his maintenance team and stated he could not do his job without them. Todd reported the facility is in good shape overall with some things being outdated. He stated that housing has added stress on the staff. Chairman Knudson inquired about the yearly schedule of updating and cleaning dorm rooms. He asked Thompson to look at the schedule to see if there is an affordable way to update the rooms. O'Leary and Thompson will work on the budgeting process. Thompson asked for input from the Trustees. Trustee Larsen asked about air conditioning, especially for the summer programs, i.e. Law Enforcement Academy. O'Leary stated a policy needs to be developed to address the A/C. Also discussed was the A/C for the cafeteria. Trustee Hoiland asked if Thompson would be able to develop a list of all

heating/AC units and have some of that completed by budget deadline and the rest in the fall. Thompson will develop an inventory list.

Chairman Knudson commended Thompson on his good work on keeping the campus looking great. Thompson is very responsive to requests. Thompson also reviewed the equipment list. It wasn't included in the packet and he will forward the information to the Board of Trustees. Chairman Knudson asked Thompson to prioritize needs annually to coincide with budget timeline. Knudson asked Thompson what he thought a priority was and Thompson responded the two bathroom across the hall from the Board Room have not been completed and he would like to see the work started on those.

President Report

O'Leary reported the Welcome to DCC Video filming has been completed and will be posted to the website soon.

The Second Chance Pell for incarcerated individuals was discussed for the upcoming academic year. O'Leary thanked Justin Beach and Matt Hull for their work. DCC will continue to work with the Department of Corrections.

The Strategic Plan was reviewed by the Finance Committee this month and further work is needed in order to be completed by June.

DCC Basketball team is playing in the Regional Championship Game this evening.

Ed Bartlett will be retiring. He has served as lobbyist for all three community colleges.

Women's History Month – O'Leary reported she is working on developing a list of women leaders past and present from Dawson County. They will be recognized later in March.

The Accreditation Report was completed and sent out last week. O'Leary recognized Suela Cela and Dottie Evans for their time and excellent work on the report. The report is posted on-line.

Finance Committee Meeting

Chairman Knudson reported that HEERF funds will be distributed to the students and options are being explored on how to best do that.

A breakdown on Bathroom Repairs and Athletic Analysis are being developed by O'Leary and will be provided at the Finance Committee Meeting on March 3rd.

O'Leary reviewed the recommendation to repair both men's and women's bathrooms in the main hall. We cannot put off any longer. Overuse of the other bathrooms will create problems. The plumbing and construction bids were received separately. O'Leary and Thompson reviewed the bids. The bids are not included in the current budget and will need approval at this time.

Garbage cans are also needed around the facility and the bid is currently \$10,000.

HR Committee Meeting

Trustee Larsen reported on the committee meeting. A contingency plan is needed for Accreditation purposes for a controller and Director of Business Services. What are some options? These positions

have been reposted on higher ed sites; job service, etc. Leslie will repost when they expire. Ideas were shared, including changing job description, more responsibilities, more money, work from home, etc. O'Leary has some names of groups for contracting services. Trustees asked if we could outsource those positions and break up responsibilities. Would people be interested after the end of tax season? O'Leary has been in contact with Miles Community College and they are being creative with their open positions. O'Leary cautioned the Trustees to not water down their expectations.

Policy Committee Meeting

Trustee Johnson reviewed the meeting minutes. Weapons Policy was presented and will need approval at the March BOT meeting. The Investment Policy was reviewed and will need approval next meeting.

New Business

Proposed bathroom bids and other items were discussed. Funds will come from Building, Repair and Maintenance and Student Building Fee.

- Replace Heaters in Old Gym \$10,000
- Replace Garbage Cans \$10,000
- Renovating Main Hall Bathrooms \$123,280

Trustee Wilondek/Trustee Johnson moved/seconded the motion to approve above bids.

Motion carried unanimously.

Teacher Appreciation Event sponsored by the Rotary was discussed. O'Leary has nothing in writing at this point but wanted to bring the request to the Board of Trustees. Chairman Knudson asked if the event was open to the public, and if so, alcohol could not be served.

Call for Election. Chairman Knudson reported he has received the Trustee Call for Election Resolution Dawson College District form to request the election be held May 3rd and conducted by mail ballot.

Trustee Thorson/Trustee Hoiland moved/seconded the motion to hold an election on Tuesday, the 3rd of May 2022. The election will be conducted by a mail ballot.

Motion carried unanimously.

Consent Items

Trustee Larson/Trustee Wilondek moved/seconded the motion to approve the Voucher Report and the HR Report.

Motion carried unanimously.

Chairman Knudson called for public comment. There was none.

The meeting was adjourned at 7:20 p.m.