

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
AD VALOREM HEARING AND
BOARD OF TRUSTEES MEETING
Monday, August 28, 2023**

The public hearing for the Ad Valorem tax rate per Statute 67.110 of the Revised Statutes of the State of Missouri was called to order at 5:30 p.m. by the President of the Board of Trustees, Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Eric Park, Cookie Hays, Prudence Fink Johnson, and Audrey Freitag. Also present were President of the College Jon Bauer; Administrators –Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Reginald Brigham and NEA Vice President Tanner French; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Human Resources Director Carrie Myers, Executive Director of the Foundation Bridgette Kelch, Communications & Marketing Director Gregg Jones, Director of Online Learning & Educational Technology Chad Baldwin, Executive Assistant to the President Bonnie Gardner, and Professional Staff President Carson Mowery.

Also present was Chris Parker from the *Missourian*, and Derrick Martin from the Franklin County Sheriff’s Department.

PUBLIC NOTICE: In accordance with Missouri Law 67.110, notice is hereby given to the residents of the Junior College District of East Central Missouri that a public hearing on the 2023 ad valorem tax rates will be held at 5:30 p.m. on Monday, August 28, 2023, in Buescher Hall, Room 238 on the campus of East Central College, 1964 Prairie Dell Road, Union, Missouri, at which citizens may be heard on the property tax rates proposed to be set by East Central College. The hearing will also be accessible via Zoom at <https://zoom.us/j/99062634159>.

The tax rate is set to produce revenues of at least \$7,810,107 for the fiscal year beginning July 1, 2023. The debt service levy is set to produce revenues of at least \$1,753,375 which is required to meet the debt service of East Central College for the calendar year beginning January 1, 2024. The valuation of the taxable property within said District for the current and prior tax years are as follows:

	<u>Current Tax Year</u>	<u>Prior Tax Year</u>
Real Estate	\$1,748,666,594	\$1,665,715,169
Personal Property	<u>\$483,751,880</u>	<u>\$503,853,370</u>
Totals	\$2,232,418,474	\$2,169,568,539

The proposed operating tax levy for 2023 shall be .3551 per one hundred dollars assessed valuation on the above current valuation.

The proposed debt service levy for 2023 shall be .0990 per one hundred dollars assessed valuation on the above current valuation.

The tax rates are subject to change based upon actions by county boards of equalization, the State Tax Commission, subsequent information, applicable law, and certification by the State Auditor.

PUBLIC COMMENTS: Board President Hartley asked for comments or questions from the audience. There were no comments from the public.

AD VALOREM TAX RATE: It was noted that the tax levy remains unchanged from last year.

Motion: To **approve** a resolution to set the 2023-2024 Junior College District of East Central Missouri Property Tax Rate for the Operating Tax Levy at \$0.3551 per \$100 of assessed valuation subject to certification by the state auditor.

Motion by Joseph Stroetker; Seconded by Eric Park; Carried Unanimously

Motion: To **approve** a resolution to set the 2023-2024 Junior College District of East Central Missouri Property Tax Rate for the Debt Service Levy at \$0.0990 per \$100 of assessed valuation subject to certification by the state auditor.

Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously

ADJOURNMENT: A motion was made to adjourn the hearing.

Motion: To **adjourn** the August 28, 2023, Ad Valorem Tax Hearing at 5:33 p.m.

Motion by Joseph Stroetker; Seconded by Prudence Johnson; Carried Unanimously

President, Board of Trustees

Secretary, Board of Trustees

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, August 28, 2023**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:33 p.m. by Board President Ann Hartley. Other Board members present for all or parts of the meeting were Joseph Stroetker, Eric Park, Cookie Hays, Prudence Johnson, and Audrey Freitag. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Reg Brigham, ECC-NEA President Aaron Bounds, ECC-NEA Vice President Tanner French; Other Staff – Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Executive Director of Institutional Effectiveness Michelle Smith, Executive Director of the Foundation Bridgette Kelch, Professional Staff Association President Carson Mowery, Director of Online Learning & Educational Technology Chad Baldwin, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Chris Parker from the *Missourian* and Derrick Martin from the Franklin County Sheriff's Department were also in attendance.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF AGENDA: Each item on the consent agenda shall be deemed to have been duly approved with the same validity as if each action were separately moved, seconded, and adopted.

Motion: To **approve** the agenda for the August 28, 2023, meeting of the Board of Trustees.
Motion by Cookie Hays; Seconded by Eric Park; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the July 13, 2023, regular meeting of the Board of Trustees.

TREASURER'S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat reviewed the preliminary year-end financial statements as of June 30, 2023. She noted the statements are unaudited; the auditors will be on campus the week of September 11. Vice President Cassat stated that each year adjustments to the deferred pension account and the other post-employment benefits (OPEB) account are provided by the actuary. The adjustment to pension outflow has been made but the OPEB outflows are still pending. The three main revenues in Fund 10 all increased in FY23, but local revenue and tuition/fees were short of budget. Utilities were over budget and adjustments have been made to the current budget for increased costs. Expenses in the FY23 budget increased almost \$4M over the prior fiscal year mostly due to expenses previously paid with COVID funds being moved back to the operating fund.

Motion: To **approve** the treasurer's report, the financial report, and the payment of bills subject to the annual audit.
Motion by Eric Park; Seconded by Prudence Johnson; Carried Unanimously

EMERGENCY PURCHASE: Dr. Bauer informed the Board that right after the last Board meeting three of the six compressors in the HVAC units for Buescher Hall failed. The lead time for replacements was four to six weeks so Board Policy 4.11 was utilized to make an emergency purchase to have the units on site in a reasonable timeframe. State maintenance and repair funds will be used for this expense. In response to Board questions, it was noted that the units are about 12 years old and nearing October 16, 2023, Board Agenda

the end of life and that state maintenance and repair funds are allocated annually to the college and require matching funds. Emergency issues that impact a campus structure or campus safety qualify for emergency purchase under Policy 4.11.

Motion: To **approve** the emergency purchase of a set of compressors for an HVAC unit in Buescher Hall from Johnson Controls International (JCI) for a total cost of \$116,405 utilizing state maintenance and repair funds pursuant to Board Policy 4.11.

Motion by Audrey Freitag; Seconded by Cookie Hays; Carried Unanimously

CONFLICT OF INTEREST & PERSONAL FINANCIAL DISCLOSURE STATEMENTS POLICIES: Dr. Bauer noted that these policies are required to be reaffirmed every other year under state law. Following reaffirmation, the Missouri Ethics Commission is formally notified.

Motion: To **reaffirm** the Board Member Conflict of Interest Policy (BP1.10) and the Personal Financial Disclosure Statements Policy (BP1.9) as attached to the agenda to fulfill the requirements of the Missouri Ethics Commission.

Motion by Cookie Hays; Seconded by Eric Park; Carried Unanimously

STRATEGIC PLANNING UPDATE: The current strategic plan strategies were reviewed.

Rolla - *Expand our presence and offerings in Rolla to enhance the college's impact throughout our region.* Rolla enrollment trends were shared. Progress toward facility development includes a commitment at the state level for \$13 million in capital improvement funds and a \$3 million federal earmark. Sites for the facility are being considered with the goal of securing land and hiring an architectural and engineering firm by the end of the calendar year. Groundbreaking will be in 2024 with the facility to open in 2027.

Financial Strength - *Secure financial strength to sustain institutional viability.* Alternative revenue sources, such as grants, and how to make the best use of the college's taxing authority are being explored. The Citizens Advisory Committee is meeting to review the best use of the debt service levy and will make a recommendation at the October Board meeting. An April 2024 ballot issue is possible with a simple majority required for a transfer or a 4/7 majority for a bond issue. Grants are pending, including Title III and a USDA grant. Staff continue to look for other external funding sources for Rolla, campus technology, retention & completion initiatives, and other programs. A campus technology upgrade is being funded in three phases through external resources. Phase I utilized \$1 million in federal COVID funds, Phase II will utilize a \$1 million federal earmark, and a USDA grant has been sought for Phase III.

Employees - *Create a culture of collaboration and learning to attract, retain, and develop diverse and talented employees.* Initiatives include a continued commitment to health insurance coverage, a 4% pay increase plus market adjustment plan for FY24, continued bargaining with faculty to improve salaries, a continued commitment to make compensation a priority as budgets are developed, a retirement incentive approved by the Board, and a Board-approved flexible work policy in response to changes in the workforce and needs of employees.

Partnerships - *Strengthen partnerships with local high schools, higher education institutions, and employers to drive intellectual and economic development in the region.* Early college enrollment trends have exceeded the target for credit hour growth; six high schools are participating. A partnership has been developed with Four Rivers to provide HVAC and welding programs for high school students. The "Earn While You Learn" program for allied health continues to grow, and the Center for Workforce Development is assisting local industries with customized training funds.

Pathways - *Develop clear academic and career pathways with personalized support to increase enrollment and promote student success.* Multiple new courses have been added and CORE 42 offerings have been expanded. Work on the guided pathways model continues. Course success rates have exceeded targets. Graduation and transfer rates have increased over the last several years.

Development of a new strategic plan will begin this year. A consultant will be identified to guide the next phase of planning, and campus-wide development of a new plan will begin in early 2024. Dr. Bauer noted that decisions have been made based on their consistency with the strategic plan. It has guided the work in Rolla and provided the impetus for seeking external funding.

The Board discussed the initiative to better serve the Rolla region. It was noted that the anticipated facility is projected to cost about \$25 million and additional grant applications have been made. Having the right type of space and sufficient space to grow programs is a challenge that limits enrollment growth in Rolla to some degree. The college is mandated to serve the Rolla region, but that area is outside the tax base so resources outside of a bond issue must be identified to fund facilities there. Board members raised questions about annexing the school district into the taxing district. Dr. Bauer noted that the Board would need to decide to attempt to grow the tax base and the Rolla community would need to vote to join the ECC district. Since ECC serves that region, it would make sense for school districts in that area to become part of the taxing district.

***PERSONNEL:** The Board **accepted** the resignation of Connie Wissbaum, Nursing Instructor, effective September 7, 2023, and **approved** the appointment of Amanda Baumruk as Advisor, Early College & Admissions effective September 4, 2023, with an annual salary of \$40,451.84. The Board also **approved** the roster of adjunct faculty for the Fall 2023 semester as listed in the attached memorandum.

BOARD PRESIDENT'S REPORT: Board President Ann Hartley reported that the men's and women's soccer teams were successful in games played in Iowa. The women's volleyball team won the tournament in Southeast Illinois. Kevin Dixon's photos of the prairie plot were excellent; all were encouraged to view them. Dr. Jennifer Judd has applied for a very competitive Missouri Arts Council Touring Artist Grant. The MCCA convention is in Kansas City this fall and employees were encouraged to attend.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported the honors program is being piloted this semester. Faculty are investigating AI in terms of how it impacts the plagiarism policy and how it can be used constructively in classes.
- B. ECC-NEA:** NEA Vice President Tanner French indicated the NEA has held Q & A sessions about the Collective Bargaining Agreement and there is interest in the retirement incentive.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery reported that Campus Life is rolling out a first-generation student mentor program. Interested faculty and staff signed up to be mentors and 17 students have been matched to mentors for the semester.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** The CSA representative was unable to attend, so the report was given by Bonnie Gardner. Jessica Horn has accepted a professional staff position; Denise Walker has been elected as the new CSA president. The July Denim Day raised \$70 for Hope Ranch of Missouri.

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PRESIDENT’S REPORT: Dr. Bauer recognized MCCA award finalists, noting the recipients will be announced at the November conference. He also recognized MCCA award winners Cookie Hays, Distinguished Alumni, and WEG Transformers, Distinguished Business and Industry.

Enrollment on the first day of classes was down 1.5% in headcount and 1.2% in credit hours. These numbers will fluctuate as dual credit and late start class enrollments come in. The end of the fourth week of classes marks the enrollment census date which will provide a formal comparison to last fall. The first week of classes went smoothly but the BH and DSSC buildings struggled with HVAC issues.

The Citizens Advisory Committee has met twice and reviewed budget/finances, enrollment, and deferred maintenance. The committee will review tax levy options this week and expects to report to the Board in October.

Dr. Bauer noted that fall athletics are off to a good start with the following records to begin the season: Women’s Soccer 1-2, Men’s Soccer 2-0-1, and Women’s Volleyball 8-0.

ADJOURNMENT:

Motion: To **adjourn** the August 28, 2023, public meeting of the Board of Trustees at 6:44 p.m.

Motion by Cookie Hays; Seconded by Eric Park; Carried Unanimously

President, Board of Trustees

Secretary, Board of Trustees