

**EAST CENRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, December 2, 2024**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:31 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, Audrey Freitag, and J.T. Hardy. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Tracy Mowery and ECC-NEA President Reg Brigham, Other Staff – ECC Foundation Director Bridgette Kelch, Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Professional Staff Association President Todd Tracy, Classified Staff Association Vice President Amanda Studdard, Campus Life and Leadership Coordinator Andy Klingensmith, and Executive Assistant to the President Stacy Langan.

RECOGNITION OF GUESTS: Chris Parker from the *Missourian*, Matt Wallace from KPM, and Officer Tommie Lowe from the Union Police Department, ECC students Oliva Reed, Audrey Schroeder, and Toni Sells, and community members Ray Krame, Paul Grosse, and Dean Grosse 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 December 2, 2024, meeting of the Board of Trustees.
Motion by Cookie Hays; Seconded by Joseph Stroetker; Carried Unanimously

APPROVAL OF MINUTES: The Board approved the minutes of the November 4, 2024, regular meeting and the November 9, 2024, special meeting of the Board of Trustees.

SPECIAL RECOGNITION: The Board recognized Olivia Reed, Audrey Schroeder, and Toni Sells, students in ECC's Nursing program, for their heroic, life-saving actions following a traffic accident near campus. The students recounted the events and expressed gratitude to their instructors, Trista Elias and Jessica Van Leer, for preparing them not only with the necessary skills but also with the communication, teamwork, and relationship-building tools embedded in the curriculum. The Board commended ECC and its students, emphasizing that this is the best nursing program in the state. While they are aware of what the college offers on a larger scale, this moment reinforced ECC's mission to make a meaningful difference in the community.

TREASURER'S REPORT AND FINANCIAL REPORT: College President Jon Bauer stated that Mr. Wallace from KPM will present the audit report later during this meeting. President Bauer reviewed the current financial statements since October 31, 2024. Total expenses through October 2024 are \$7.1 million, compared to \$7.2 million at the same time last year. State aid is received in equal monthly installments, while tuition revenue is received each semester.

Motion: To **approve** the treasurer's report, the financial report, and the payment of bills subject to the annual audit.

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

EMERGENCY EXPENDITURES: President Bauer informed the Board of an emergency purchase made to repair water lines on campus. The water main, part of the original infrastructure installed in 1971, experienced a break early in the fall and another break a few weeks ago. The six-inch iron line is being replaced with PVC, with SCE in Villa Ridge hired for the installation. The parking lot was closed today and will be repaved once temperatures rise. The city will reimburse 50% of the repair costs. No action is required from the Board, and the project is approximately 95% complete. The total cost includes paving. Outside of COVID-related expenditures, the emergency purchase policy has only been used one other time, underscoring the challenges of aging infrastructure.

INTRAFI: The College's depository bank has proposed using the IntraFi program. United Bank has been utilizing this program for some time. Instead of providing a list of securities, the bank places deposits with other banks in increments of \$250,000, ensuring all funds are FDIC-insured. This change will not negatively affect the College and serves as a way to collateralize deposits. Board policy requires collateral for amounts exceeding insured limits, but with IntraFi, all funds are insured. While no policy change is needed, legal counsel confirmed this approach complies with existing policy. The Board will need to approve this change, as it represents a significant shift in how deposits are managed.

Motion: To **authorize** the participation in the IntraFi program for the purpose of securing the colleges investment funds.

Motion by Eric Park; Seconded by J.T. Hardy; Carried Unanimously

AUDIT REPORT: Matt Wallace from KMP reviewed the audit report, noting that ECC and the ECC Foundation received an unmodified opinion; the financial statements are free from material misstatements. A federal compliance audit was also conducted, and there were no findings associated with the administration of the major federal programs.

Motion: To **accept** the audit report for the fiscal year ending June 30, 2024.

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

TAX LEVY: The College considered three options for the tax levy, which were discussed during a special Board meeting with a presentation by Piper Sandler. President Bauer outlined the pros and cons of each option, emphasizing critical needs in deferred maintenance, including HVAC repairs, roofs, asbestos abatement, roads, parking lots, elevators, storage, and the fitness trail. Renovation of underutilized spaces like the Shook Student Center, Hansen Hall, ECTC, and the Business and Industry Center was also highlighted, along with operational needs such as competitive salaries, rising utility and insurance costs, technology, and professional development. Opportunities for new construction, such as STEM facilities, skilled trades spaces, a professional development center, childcare, student housing, and access to Highway 47 South, were discussed as ways to enhance enrollment but would also require additional investment. President Bauer noted that state funding has decreased since 2001, the operating levy has not increased since 1985, and tuition is the only revenue source the College directly controls, which has risen significantly. Maintaining the current levy beyond its 2026 expiration could provide an estimated \$10 million for capital improvements, address maintenance needs, renovate spaces, fund new construction like a modern welding facility, and support critical faculty and staff positions.

The Board reviewed potential ballot language, with adjustments to maintain the levy at 44.72 cents by reallocating the debt service levy. The bond counsel approved revised language, though minor

changes may still be made before the January 27 deadline. If approved, the resolution will be finalized and counties notified. Maintaining the levy would not solve every need but would be transformative for ECC, addressing capital improvements and ongoing maintenance while positioning the College for future growth.

Motion: To **approve** placing on the April 8, 2025, ballot a proposition to increase the East Central College tax levy ceiling by 9.9 cents, offset by a reduction in the debt service levy of 9.9 cents, resulting in no increase to the overall levy.

Motion by Joseph Stroetker; Seconded by Audrey Freitag; Carried Unanimously

COMPENSATION AND CLASSIFICATION STUDY: Four firms were interviewed to conduct a compensation and classification study, a one-time expense funded through reserves. Human Resources Director Carrie Myers informed the Board that Gallagher, a firm with extensive experience in public sector studies, was selected. The study, to be completed by April 2025, will provide a comprehensive review of staff positions (excluding faculty, who follow a separate ranking process). It will ensure positions are correctly classified, assess compensation, and establish an objective framework to promote equity within the College and competitiveness in the market, considering both educational institutions and corporate benchmarks.

Motion: To **authorize** Gallagher Benefit Services, Inc. to complete a compensation and classification study for East Central College at a cost of \$42,450.

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

BIDS: Computers for the Adult Education and Literacy program to be purchased for class sites and instructors.

Motion: To **approve** the purchase of 33 Dell Latitude 3550 laptops for \$28,380 from Dell per the Midwestern Higher Education Compact (MHEC) contract (#04152022) for the Adult Education and Literacy program class sites and instructors.

Motion by Joseph Stroetker; Seconded by J.T. Hardy; Carried Unanimously

***PERSONNEL:** The Board **approved** the appointment of Frank Miller as the full-time Director of Enrollment Services effective December 9, 2024, with an annual salary of \$70,251.99. The Board **accepted** the resignation of Joe Benninger, Head Coach for Men's and Women's soccer effective December 2, 2024. The Board also **approved** the rosters of adjunct faculty for the Winter 2025 and Spring 2025 semesters as listed in the attached memorandum.

BOARD PRESIDENT'S REPORT: Board President had no report.

REPORTS:

A. FACULTY ASSOCIATION REPORT: No report

B. ECC-NEA: The ECC-NEA hosted a Fall Feast on Friday, November 22. That evening, the ECC-NEA and Administration bargaining teams participated in training on Interest-Based Bargaining. The teams held their first bargaining session on November 12, during which they established the full meeting schedule and began addressing the issue statements.

C. PROFESSIONAL STAFF ASSOCIATION REPORT: Student Development Strategy Director, Stephanie Hebert earned a Community College Data and Analytics Micro-credential from the

University of Maryland Global Campus, which aligns with their Doctor of Management in Community College Policy and Administration program. This opportunity was offered in coordination with Achieving The Dream as part of their Data and Analytics Summit. Stephanie expressed gratitude to ECC and the Title III grant for funding this professional development. Several Professional Staff Association employees presented at the annual MCCA Convention in November 2024.

- D. CLASSIFIED STAFF ASSOCIATION REPORT:** The Christmas Outreach Committee, a subcommittee within CSA organized an annual gift giving drive. They accepted nominations for the 2025 Denim Day charities in November for which voting will soon be open to determine the 2025 lineup. They are currently accepting nominations for a new treasurer as the current treasurer left ECC. The CSA Spotlight recipient for the fall was Cynthia Cubas, Executive Administrative Assistant, External Relations.
- E. STUDENT GOVERNMENT ASSOCIATION:** Andy Klingensmith, Campus Life and Leadership Coordinator, provided an update on behalf of SGA leadership. He shared that SGA now has a full cabinet for the first time since the pandemic. This semester, they have successfully hosted three events: karaoke night, a costume contest, and a trivia night. Additionally, SGA hosted a table at two recent campus events and volunteered as ushers and concession workers for all four performances of The Night of the Living Dead. They are also collaborating with other campus clubs to decorate a newly designated student space, further enhancing the campus community.

PRESIDENT'S REPORT: Enrollment is underway for spring, wintersession, and summer, with slight fluctuations in headcount and credit hours as of this morning. Progress continues on both the Rolla project and the respiratory care lab. The Rolla building, funded by state resources, is in the design phase with construction expected to begin next summer and completion projected for spring 2027. For the federally funded respiratory care lab, renovations to an existing space are proceeding as planned. Construction is scheduled to be completed by mid-summer 2025, with the lab ready for use that fall.

ADJOURNMENT:

Motion: To **adjourn** the December 2, 2024, public meeting of the Board of Trustees and enter executive session per RSMo2004, Section 610.021 (2) Real Estate at 7:24 p.m.

Motion by J.T. Hardy; Seconded by Joseph Stroetker; Carried Unanimously

The following roll call vote was taken, and the motion carried.

<u>Yes</u> A. Hartley	<u>Yes</u> E. Park	<u>Yes</u> A. Freitag
<u>Yes</u> J. Stroetker	<u>Yes</u> C. Hays	<u>Yes</u> J.T. Hardy

President, Board of Trustees

Secretary, Board of Trustees