

Graham County Community College District

Regular Governing Board Meeting Minutes

September 12, 2024 – 1:00 p.m.
Student Services Building - District Governing Board Room – 244

Roll Call: Present: Jeff Larson, Chair
Brad Montierth, Secretary
Richard W. Mattice, Member
Lois Ann Moody, Member
Tina McMaster, Member (joined at 1:08 p.m.)

Absent: None

Also Present: Todd Haynie, President; Heston Welker, Vice President of Administration; Susan Wood, Vice President of Academic and Student Affairs; Phil McBride, Senior Dean of Gila County Campuses; Laurie Pennington, Director of Enterprise Risk Management; Kenny Smith, Dean of Student Services; Nathan Smith, Director of Budgets and Purchasing; Jeremy Hughes, Director of Facility Planning and Construction; Aaron Burk, Dean of STEM; David Udall, Executive Director of the Foundation; Gary Sorensen, Dean of Students; Pete Chidester, Dean of Arts, Humanities, & Social Sciences; Kevin Peck, Dean of Business, Computers, & ITE; Troy Ainsworth, Director of Fiscal Control/Controller; Keith Alexander, Chief Government Affairs Officer; Jeff Graham, ITS Support Technician; Jodi Keim, Recording Secretary.

Call to Order: Chair Larson called the meeting to order at 1:00 p.m.

Pledge of Allegiance: Those present at the meeting stood and recited the Pledge of Allegiance.

Guests: Chair Larson welcomed all in attendance. Guests included David Borofsky, Scott Andersen, and Eric Bejarano.

New Administrative and Full-Time Faculty Introductions: President Haynie introduced the new Administrators and Full-time Faculty to the Board. The following new employees were present: Alison Villalobos, Lendon Whetten, and Bart Stauffer.

Call to The Public: There were no comments from the public.

Minutes: Mrs. Moody moved, and Dr. Montierth seconded, to accept the recorded minutes of the Special and Regular meetings from August 8, 2024. The motion passed unanimously with Moody, Mattice, Montierth, and Larson voting in favor. (Minutes attached and made part of the official minutes.)

Vouchers/
Financial Reports: Vice President Welker presented Financial Reports for the period of July 1, 2024 through July 31, 2024. An individual synopsis of all funds was presented. (Financial Reports attached and made part of the official minutes.)

Mr. Mattice moved, and Mrs. Moody seconded, to accept the following vouchers:

	<u>PAYROLL</u>		<u>EXPENSE</u>
#P1	\$2,801,705.50	#1	\$2,899,782.22

The motion passed unanimously with Moody, Mattice, Montierth, and Larson voting in favor.

NOTE:
Reports Tina McMaster joined the meeting at 1:08 p.m. via Zoom.



Greenlee County Advisory Committee:

Report attached and made part of the official minutes.

Gila County:

Report attached and made part of the official minutes.

Foundation/Alumni:

Report attached and made part of the official minutes.

Old Business

There were no Old Business items presented for consideration.

New Business

2025-2026 Budget Development Guidelines & Budget Schedule:

Vice President Welker presented the 2025-2026 Budget Development Guidelines for approval and the Budget Schedule for review. (Report attached and made part of the official minutes.)

Mr. Mattice moved, and Dr. Montierth seconded, to approve the 2025-2026 Budget Development Guidelines as presented. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

Yearly Disclosure of Potential Conflict of Interest Form:

President Haynie indicated that a copy of the Yearly Disclosure of Potential Conflict of Interest Form is included in everyone's packet. He reminded everyone that in order to identify any potential conflict of interest situations, Board members should complete this form at least once annually and update it promptly whenever relevant information related to a potential conflict of interest changes.

Standing Business

Courses/Curricula:

Vice President Wood presented two new curricula for consideration. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Dr. Montierth seconded, to approve the curricula as presented. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

Contracts:

Vice President Welker presented a status of the 2024-2025 District contracts for informational purposes only and noted that additional contract authorizations might be requested as the year develops. He noted that the contracts listed were presented to the Board in March 2024 for approval, and this summary is just a review. (Report attached and made part of the official minutes.)

Policies & Regulations:

President Haynie presented Regulation 2075.04 "Prohibited Sex Discrimination, Sex-based Harassment, and Retaliation" for informational purposes only. (Report attached and made part of the official minutes).

Personnel:

President Haynie provided an update on the current personnel openings. (Report attached and made part of the official minutes.)

Consider Out-of-Country Travel:

President Haynie presented out-of-country travel for consideration by the Board. Graham County Community College District's Travel Policy 2110.00 was updated in accordance with the State of Arizona Accounting Manual, defining out-of-country travel to include all travel outside of the contiguous United States. (Report attached and made part of the official minutes.)

Mr. Mattice moved, and Dr. Montierth seconded, to approve the out-of-country travel as presented. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

General Information

Chair Larson announced that the next District Governing Board meeting is scheduled for Thursday, October 10, 2024, at 1:00 p.m.

As permitted by A.R.S. §38-431.02(K), President Haynie provided a brief summary of current events.

He reminded everyone of the following upcoming events:



- The Annual Scholarship Banquet will be held tomorrow night, September 13, 2024, at 6:30 p.m.
- The 60-Year Rededication of Mark Allen Hall and the Gherald L. Hoopes, Jr. Activities Center Reopening will take place on Monday, September 23, 2024, at 11:00 a.m.

He reported that yesterday morning, we participated in a County Economic Partnership Breakfast with community members, where we discussed the economic impact of Eastern Arizona College on the community. We also provided background information on the expenditure limitation. Dr. David Borofsky, Executive Director of the Arizona Community College Coordinating Council, was one of the keynote speakers at the event and is here with us today.

In conclusion, President Haynie stated that as we continue to monitor enrollment numbers, as of this morning, our headcount for Graham and Greenlee Counties is up 2.8%, and our estimated Full-Time Student Equivalent (FTSE) for this semester is up 6.5% compared to this time last year. We are excited about the positive direction of the institution.

Executive Session

Mrs. Moody moved, and Dr. Montierth seconded, to convene into Executive Session at 1:24 p.m. for discussion, consultation for legal advice, and consideration of its position to instruct representatives regarding negotiations of contracts concerning the purchase, sale, or lease of real property, pursuant to A.R.S. §38-431.03(A)(3)(4)(7). The motion passed unanimously, with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

Reconvened to the Public:

The meeting was reopened to the public at 1:44 p.m.

Board Direction to the Administration Re: the Purchase of Property:

During the Executive Session, the Board discussed and consulted with legal counsel regarding the purchase of real property and was asked to provide direction to the Administration.

Dr. Montierth moved, and Mrs. Moody seconded, to direct the Administration to authorize litigation for breach of contract in a real estate transaction and to approve the retention of Wright Welker & Paule PLC to represent Eastern Arizona College in the litigation. The motion passed unanimously, with McMaster, Moody, Mattice, Montierth, and Larson all voting in favor.

Adjournment

Dr. Montierth moved, and Mrs. Moody seconded, to adjourn the meeting. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor. The meeting was adjourned at 1:46 p.m.

Respectfully submitted,

/s/ Jodi Keim

 Jodi Keim
 Recording Secretary

Attest:

/s/ Jeff Larson

 Jeff Larson, Chair

/s/ Brad Montierth

 Brad Montierth, Secretary

