

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: August 26, 2019

Meeting Location: Jane Carey Memorial Library

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 August 26, 2019

Chad Knudson, Chairman

Darla Handran, Vice Chairman

Attendance

Name	Title	Organization	Present
Chad Knudson	Chairman	DCC Board of Trustees	Yes
Darla Handran	Vice Chairman	DCC Board of Trustees	Yes
Cindy Larsen	Trustee	DCC Board of Trustees	Yes
Rich Rowe	Trustee	DCC Board of Trustees	No
MaryAnn Vester	Trustee	DCC Board of Trustees	Yes
Mike Wilondek	Trustee	DCC Board of Trustees	Yes
Scott Mickelsen	President	Dawson Community College	Yes
Traci Masau	Vice President – Academic and Student Affairs	Dawson Community College	Yes
Leslie Weldon	Vice President – Advancement and Human Resources		Yes
Jennifer King	Director of Business Operations		Yes
Community Members Present			
Sarah Brockel		DCC	
Dennis Harp		DC Foundation	
Todd Thompson		DCC	
Alex Winchell		DCC	

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Jane Carey Memorial Library
Monday, August 26, 2019–5:30 p.m.
Recorded by Randi Johnson**

The meeting was called to order by Chair Knudson at 5:30 p.m.

Chair Knudson immediately closed the meeting to hold a Public Hearing regarding the Permissive Medical Mill Levy.

Chairman Knudson opened the hearing stating that the Governor's Budget Office determined that community colleges should be funding the increase in employee medical insurance through the permissive medical levy 2-9-212 MCA. Because of this determination, no state funding has been provided to community colleges for the increase in medical insurance costs since FY2010. This levy is a cumulative levy each fiscal year.

The cost for Dawson Community College's medical insurance for FY2020 is \$1,054 per month per employee or \$12,648 per year per employee. This levy covers all campus employees except those whose health benefits are paid wholly from another fund.

For FY2020, DCC respectfully requests board approval to levy \$283,315 (12.36 mills) for the increased cost of medical insurance over the FY2010 base year. This is a decrease of \$4,213 compared to last year's assessment.

Per 2-19-212 MCA, DCC published a public notice according to 7-1-2121 MCA, stating the increase in the levy compared to the previous fiscal year. Public notice was published in the Ranger Review on August 1, 2019 and August 8, 2019.

Chairman Knudson called for questions or comments from the public. There were no questions or comments. The hearing was closed.

Chairman Knudson reopened the regular meeting at 5:40 p.m.

Correspondence

A letter from US Department of Education regarding the FY2018 financial aid audit was reviewed and discussed.

Minutes

- Vice Chair Handran/Trustee Larsen moved/seconded to approve the minutes of the July 17, 2019 Board Retreat. There was no discussion.
 - **Motion carried unanimously.**

- Trustees Wilondek/Vester moved/seconded to approve the minutes of the July 22, 2019 meeting. There was no discussion.
 - **Motion carried unanimously.**

Presentation of FY2018 Audit

The FY2018 Audit was reviewed by Ms. Jodi Daugherty, audit partner at Eide Bailly. On behalf of Eide Bailly, she thanked the Board for the opportunity to provide audit services. The audit and its findings were reviewed. Discussion followed. Chair Knudson called for public comment. There was none. The Board thanked Ms. Daugherty for her presentation.

Reports:

President

President Mickelsen stated his report stands as submitted. Discussion followed regarding the Power grant and the infrastructure grant. President Mickelsen stated the new water heating system for Brueberg and Gibson Halls has been completed. He noted that a hot and cold food bar will be installed in the student cafeteria and that an outdoor freezer is needed. Vice Chair Handran asked if the residence halls are at capacity. Discussion followed.

GFT Negotiations

Vice Chair Handran informed the board about the progress of negotiations. Discussion followed.

Finance Committee

Minutes of the last meeting and the vouchers list were reviewed. Trustee Wilondek stated that it is the recommendation of the Committee that the Board adopt the mill levies as presented and approve the transfer of funds from the Program Development Fund (Ullman Fund).

HR Committee

Minutes of the last meeting and the HR Report were reviewed. Discussion followed.

Policy Committee

Trustee Vester reviewed board policies 2-8, 3-2, 4-1, and 4-5. Discussion followed.

Chairman Knudson called for public comment. There was none.

Consent Items

- Trustee Wilondek/Vice Chair Handran moved/seconded to approve the Vouchers List and HR Report.
 - **Motion carried unanimously.**

New Business

FY2018 Audit

- Vice Chair Handran/Trustee Wilondek moved/seconded to accept the FY2018 Audit.
 - **Motion carried unanimously.**

Adopt Mill Levies

Ms. King separately reviewed each mill levy presented to the Board and noted that the net increase of the mill amount is 8.07 mills. Discussion followed.

- Vice Chair Handran/Trustee Vester moved/seconded to adopt, as presented, the mandatory General Mill Levy for the purpose of education and general operating expenses of the College, in the amount of \$875,621 for 38.22 mills.
 - **Motion carried unanimously.**
- Trustees Wilondek/Larsen moved/seconded to adopt, as presented, the voted Additional Mill Levy for the purpose of education and general operating expenses of the College, in the amount of \$144,000 for 6.28 mills.
 - **Motion carried unanimously.**
- Trustee Vester/Vice Chair Handran moved/seconded to adopt, as presented, the Permissive Medical Mill Levy for the purpose of employer contributions for insurance premiums for the amount in excess of base contribution as determined by MCA 2-18-703, in the amount of \$283,315 for 12.36 mills.
 - **Motion carried unanimously.**
- Vice Chair Handran/Trustee Wilondek moved/seconded to adopt, as presented, the mandatory Retirement Mill Levy for the purpose of employer contributions for Social Security, Medicare and Retirement Systems, in the amount of \$430,888 for 18.80 mills.
 - **Motion carried unanimously.**
- Trustees Larsen/Vester moved/seconded to adopt, as presented, the mandatory Adult Education Mill Levy for the purpose of supporting Adult Education Programs, in the amount of \$67,505 for 2.95 mills.
 - **Motion carried unanimously.**
- Trustees Vester/Wilondek moved/seconded to adopt, as presented, the mandatory Debt Service Mill Levy for the purpose of principal, interest and fees due during the fiscal year on obligation bonds, in the amount of \$110,512 for 4.82 mills.
 - **Motion carried unanimously.**

Program Development Fund Transfer Request

- Trustee Wilondek/Vice Chair Handran moved/seconded to allow a transfer of \$171,107 from the Program Development Fund (also known as the Ullman Fund) for Career & Technical salary expenses incurred in FY2019.
 - **Motion carried unanimously.**

Information regarding the year-end transfer of other funds was also provided to the Trustees, including the transfers completed in the Housing, Oil & Gas, Retirement, and CCOnline funds. Chair Knudson commended the College's efforts to keep the fund transfers to a minimum.

Policies

- Trustees Vester/Larsen moved/seconded to approve Board Policy 2-8 Alcohol, Drugs, and Tobacco as presented. A typographical error will be corrected.
 - **Motion carried unanimously.**
- Trustee Larsen/Vice Chair Handran moved/seconded to approve Board Policy 3-2 Alcohol, Drugs, and Tobacco as presented. There was no discussion.
 - **Motion carried unanimously.**
- Vice Chair Handran/Trustee Wilondek moved/seconded to approve Board Policy 4-1 Educational Program Review. There was no discussion.
 - **Motion carried unanimously.**
- Trustees Vester/Wilondek moved/seconded to approve Board Policy 4-5 Transfer of Credit. There was no discussion.
 - **Motion carried unanimously.**

Trustee Appointment

By unanimous consent, the Board deferred action on the appointment of a trustee.

Committee Reassignments

By unanimous consent, the Board deferred action on committee reassignments.

Open Forum for Public Input

- Chairman Knudson called for public input. There was none.

The meeting adjourned at 6:55 p.m.