

**BITTERROOT VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
4:30 PM, MONDAY, JULY 10, 2023
Conference Room, 317 North 3rd Street, Hamilton, Montana
Virtual Attendance Option: [Zoom Link](#)**

AGENDA

Agenda available at bvcommunitycollege.org/meetings; supplemental materials available by emailing district.clerk@bvcommunitycollege.org.

NOTICE: Agenda items may be posted or changed up to 48 hours in advance of any meeting. Please visit bvcommunitycollege.org/meetings 48 hours prior to any meeting for latest agenda.

*At this meeting the board takes official action on agenda items. Items of information and discussion are also on the agenda. **Public comment on items specifically listed on the agenda is taken when the item comes up for discussion and action.** Comments which may be construed as evaluative of the performance of a district employee are not allowed in an open meeting.*

1. Call to Order and Roll Call
2. Review, Revise, and Approve Agenda (Action)
3. Public Comment/Correspondence on Items Not on the Agenda
This is an opportunity for the public to bring to the board's attention any questions or relevant comments concerning district matters not on the agenda. The board is not permitted to take any action on matters brought to its attention unless the matter is specifically listed on a properly noticed agenda. Individual public comment in this section is limited to three (3) minutes.
4. Consent Agenda (Action)
 - A. Approve minutes from regular meeting, June 5, 2023 (*Attachment A*)
 - B. Approve minutes from Engagement Work Group meetings, June 6, 20, and 27, 2023 (*Attachments B1, B2, and B3*)
 - C. Approve warrant list for June 2023 (*Attachment C*)
5. Reports/Announcements (Information)
 - A. Chair's Report
 - i. Chief Operations Officer Report (*Attachment D*)
 - B. Secretary's Report
 - C. Clerk's Report
 - D. Bookkeeper's Report (*Attachments E1 and E2*)
 - E. Communications Committee
 - F. Building and Grounds Committee
 - G. Finance and Audit Committee
 - H. Human Resources Committee
 - I. Engagement Work Group

6. Old Business (Action)
None

7. New Business (Action)
 - A. Recommendation to accept resignation of Trustee Marci Smith
 - B. Recommendation to appoint trustee candidate Darwin Ernst to trustee vacancy (*Attachment F*)
 - C. Recommendation to approve second reading of FY2024 budget (*Attachment G*)
 - D. Recommendation to approve MOU with Human Resource Council (HRC) for use of room at 317 North 3rd Street, Hamilton for FY2024 (*Attachment H*)
 - E. Recommendation to approve Jon Swallow as a temporary hire to teach noncollege credit, Veterans Upward Bound (VUB) Introduction to Computers classes for FY2024; cost reimbursed by VUB (*Attachments I1 and I2*)
 - F. Recommendation to approve Kurt Foster as a temporary hire to take and provide photographs for use in BVCC communications (*Attachment J*)
 - G. Recommendation to purchase seven laptops at approximately \$1,000 per laptop: five for student use, one for instructor use, and one for administrative use; BVCC Foundation will reimburse the BVCC for the purchase of the one instructor and five student laptops
 - H. Recommendation to approve Jon Swallow as a temporary hire for IT support to configure newly purchased laptops (*Attachment K*)
 - I. Recommendation to purchase instructor podium, instructor stool, and secure cart for student laptop storage for approximately \$1,750; BVCC Foundation will reimburse the BVCC for the purchase of this equipment
 - J. Recommendation to purchase a cell phone and one-year cell phone plan for approximately \$500 in annual expense to establish a permanent BVCC District phone number; District Clerk will be the primary custodian of the cell phone

8. Policy Adoption and Review (Action)
 - A. First Reading (*Attachment L*)
 - i. Section 1000. The District
 - a. 1005. Legal Basis and Authority
 - b. 1010. Mission
 - ii. Section 2000. Board of Trustees
 - a. 2001. Definitions
 - b. 2005. Authority and Composition
 - c. 2010. Duties and Responsibilities
 - d. 2015. Organization and Meetings
 - e. 2020. Officers and Committees
 - f. 2025. Quorum and Voting
 - g. 2030. Agendas
 - h. 2035. Minutes
 - i. 2040. Public Participation
 - j. 2045. Decorum

9. Adjournment