

**BITTERROOT VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
5:30 PM, MONDAY, AUGUST 7, 2023  
Conference Room, 317 North 3<sup>rd</sup> Street, Hamilton, Montana  
Virtual Attendance Option: [Zoom Link](#)**

**AGENDA**

Agenda available at [bvcommunitycollege.org/meetings](https://bvcommunitycollege.org/meetings); supplemental materials available by emailing [district.clerk@bvcommunitycollege.org](mailto: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](https://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, July 10, 2023 (*Attachment A*)
  - B. Approve minutes from Engagement Work Group meetings, July 11 and 25, 2023 (*Attachments B1 and B2*)
  - C. Approve warrant list for July 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 move September regular meeting to Monday, September 11, 2023 to avoid September 4 Labor Day holiday weekend.
- B. Recommendation to appoint new Trustee Ernst to standing committees per Board Policy 2020. Officers and Committees.
- C. Recommendation to purchase a monthly *Essentials* subscription to the email marketing platform [MailChimp](#) for four months at a cost of \$13.00 per month. Subscription increases “sends” from 1,000 per month to 5,000 per month and allows for scheduling of campaigns and up to three audience groups.
- D. Recommendation to approve an offer of employment per the latest approved district clerk position description to the district clerk candidate put forward by the district clerk hiring committee.

*Executive Session - BVCC Board Policy, Section 2015*

*The chair may close a meeting during the time the discussion relates to a matter of individual privacy and then only if the chair determines the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains, and, in that event, the meeting must be open.*

8. Policy Adoption and Review (Action)

A. First Reading (*Attachment F*)

i. Section 2000. Board of Trustees

- a. 2050. Policies
- b. 2055. Appeals
- c. 2060. Delegation of Authority to President
- d. 2061. Selection of President
- e. 2062. Acting and Interim Presidents
- f. 2063. Evaluation of President
- g. 2065. Code of Ethics and Standards of Practice
- h. 2070. Conflicts of Interest
- i. 2075. Communications
- j. 2080. Political Activity
- k. 2085. Compensation
- l. 2090. Personal Liability and Indemnification

B. Second Reading (*Attachment G*)

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