

**BITTERROOT VALLEY COMMUNITY COLLEGE
MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES
5:30 PM, TUESDAY, SEPTEMBER 7, 2021**

1. Call to Order and Roll Call

Present:

Chair Marci Smith Vice-Chair RAN Pigman
Secretary Don Gardner Trustee Sue Smith
Trustee Linda Doughty (via Zoom)
Trustee Janet Woodburn (via Zoom)

Absent:

Trustee Gary Carlson

Public:

District Clerk Nancy Bussiere
Transitional Services Contractor Victoria Clark
Wendi Fawns, Valley Oak Education Resource Center
Jennifer Johnson, Bitterroot College Professor
Eric Gren, Bitterroot College Professor
Matt Kaler, Bitterroot College Professor

2. Review, Revise, and Approve Agenda (Action)

- a. Trustee Gardner made a motion, seconded by Trustee Sue Smith, to approve the agenda for the September 7, 2021 regular meeting of the board of trustees. With no discussion and no public comment, the motion passed with five "yes" votes.

3. Public Comment/Correspondence on Items Not on the Agenda

- a. Jennifer Johnson apprised the trustees Bitterroot College (BC) currently has an FTE (fulltime equivalent students) of 68.6, which is a 54% increase from last fall. Johnson noted BC faculty have opened up modalities, offering in-person, blended and remote classes, which has meant local community members, Montana residents and residents of states as far away as Arizona are taking classes.
- b. Wendi Fawns offered the support of Valley Oak Education Resource Center during the transition of BC to BVCC and would like to see more collaborative support with non-profits.

4. Consent Agenda (Action)

- a. Trustee Woodburn made a motion, seconded by Trustee Doughty, to approve the minutes from the regular meeting of August 2, 2021. Trustee Gardner noted a typo on item 6f, line 2, which should be changed to read "MUS." Trustee Woodburn made a motion, seconded by Trustee Doughty, to approve the minutes, as amended, from the regular meeting of August 2, 2021. The motion passed unanimously.

5. Presentations (Information)

- a. Ken Burke and Colleen Allen of The Association of Community College Trustees (ACCT) presented over Zoom the benefits of membership in ACCT and their approach to trustee board training and development. ACCT emphasizes good governance, respect of roles, and the structure of policies. Following the presentation, the trustees discussed financing and timing of board training. At the next regular meeting, the Finance Committee will report on training dollars available in the budget.

6. Reports/Announcements (Information)

- a. Chair's Report
 - i. UM Provost meeting update
 - a. Chair Marci Smith, Trustee Pigman, BC Advisory Council Chair Candy Lubansky and Representative David Bedey had a very cordial meeting with UM Provost Reed Humphrey who expressed UM's willingness to fully assist in transitioning BC to BVCC.
 - ii. Transition services report (see attachment A)
 - iii. Chair Marci Smith passed a list of organizations within the BVCC District and asked Trustees to note which organizations they are connected with and/or available to give in-person presentations on BVCC and the future levy.
- b. Secretary's Report
 - i. Secretary Gardner reported on a conversation with Jason Ellsworth regarding whether a levy vote should be held in May, in the primary June election, or at the general election in November.
- c. Clerk's Report - none
- d. Communications Committee
 - i. County fair report
 - a. Chair Marci Smith reported on the BC/BVCC parade float receiving a 3rd place award. She praised the work done by the float committee and the booth committee. There was steady traffic at the fair booth, where 48 BVCC surveys were filled out. An additional 8 surveys have been done on-line. District Clerk Bussiere will enter handwritten surveys into the database. Chair Marci Smith handed out the new BVCC flyer and asked all trustees to post copies everywhere around the district.
- e. Building and Grounds Committee
 - i. Trustee Pigman shared there has been some discussion during the Hamilton School District's analysis of their buildings that the current BC property could be a good location for a new junior high school. Trustee Pigman has pointed out to the Hamilton Schools Planning Committee there are alternative sites available in Hamilton for a junior high school and the community may prefer to have a community college on the current BC site. There will be five more meetings before A & E makes its recommendations to the HSD board, and Victoria Clark and Trustee Pigman are attending the meetings.

- f. Finance and Audit Committee
 - i. Trustees Sue Smith and Woodburn reported on the request of a gift and the receipt of a \$13,000 no interest loan from Ravalli County Commissioners. The loan is payable upon receipt of the legislature money.
- g. Human Resources Committee – none.

7. Unfinished Business (Action)

None

8. New Business (Action)

- a. Correction of committee categorization
 - i. Trustee Pigman made a motion, seconded by Trustee Sue Smith, to correct the Standing and Special Committee List to reflect the Policy Committee as a Standing Committee rather than a Special Committee. With no further discussion and no public comment, the motion passed unanimously. (see Attachment B)
- b. Recommendation to approve \$13,000 loan agreement and accompanying promissory note between Ravalli County and Bitterroot Valley Community College (see attachment C)
 - i. Trustee Sue Smith made a motion, seconded by Trustee Woodburn, to approve the \$13,000 loan agreement and accompanying promissory note between Ravalli County and Bitterroot Valley Community College. Trustee Marci Smith stated board insurance will be paid immediately upon receipt. Trustee Pigman noted the RC Treasurer will “sweep” the loan payment into the RC account immediately upon our receipt of legislature monies. Trustee Doughty requested the board receives a receipt at that time noting the loan was paid in full. Trustee Woodburn made a motion, seconded by Trustee Sue Smith, to approve the \$13,000 loan agreement and accompanying promissory note between Ravalli County and Bitterroot Valley Community College, with immediate payment of the insurance once the loan money was available and bill paying processes were in place. With no further discussion and no public comment, the motion passed unanimously.
- c. Accept the resignation of Bitterroot Valley Community College Trustee Gary Carlson
 - i. The board was made aware Trustee Carlson was rescinding his notice of resignation. Trustee Doughty made a motion, seconded by Trustee Gardner, to accept the resignation of BVCC Trustee Gary Carlson. With no discussion and no public comment, the motion failed with four ‘no’ votes. Chair Smith asked for Trustee Carlson to submit his rescinding statement to her in writing before the end of the week, to document that such was truly his desire (since he could not be seen or heard).
- d. Establish a special committee to recommend to the board at its regular October 4, 2021 meeting a candidate(s) to replace out-going Trustee Carlson, according to Board Policy 2005

- i. Trustee Gardner made a motion, seconded by Trustee Sue Smith, to establish a special committee to recommend to the board at its regular October 4, 2021 meeting a candidate(s) to replace out-going Trustee Carlson. Trustee Pigman noted the special committee would consist of three or fewer trustees and perhaps some community members. With no further discussion and no public comment, the motion failed unanimously.

9. Policy Adoption and Review (Action)

a. 2nd Reading

- i. Section 2001. Definitions
 - A. Trustee Sue Smith made a motion, seconded by Trustee Gardner, to adopt Section 2001. Definitions as revised. With no further discussion and no public comment, the motion passed unanimously.
- ii. Section 2040. Public Participation
 - A. Trustee Sue Smith made a motion, seconded by Trustee Gardner, to adopt Section 2040. Public Participation as revised. Trustee Woodburn asked whether the oral participation section follows Robert's Rules. Chair Marci Smith noted Montana's Open Meeting laws are broader and supersede Robert's Rules, allowing for public comment at each point in an agenda. With no further discussion and no public comment, the motion passed unanimously.

10. Adjournment

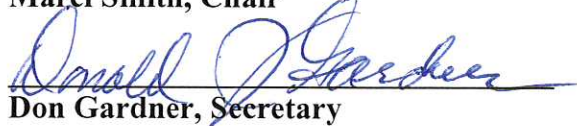
- A. Trustee Gardner made a motion, seconded by Trustee Sue Smith, to adjourn the meeting. With no further discussion and no public comment, the motion passed unanimously. The meeting ended at 7:14 pm.



Marci Smith, Chair

10-4-2021

Date



Don Gardner, Secretary

Date