

BITTERROOT VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
5:30 PM, MONDAY, October 20, 2025
City of Hamilton, Downstairs Meeting Room, Bedford Bldg.
223 S. Second Street, Hamilton, Montana
Virtual Attendance Option: [Zoom Link](#)

<https://us06web.zoom.us/j/85671733908?pwd=eTKGKisKOrzLOdclysZO2k7HOMldjR.1>

MINUTES

1. Call to Order and Roll Call – 5:30 pm

Trustee Darwin Ernst – Chair
Trustee Jennifer Johnson – Vice-Chair (virtual)
Trustee Sue Smith – Secretary
Trustee Michele Binkley

BVCC District Clerk – Katie Emery
BVCC Consultant – Jamie Ogden
BVCC Bookkeeper – Robert Underwood

Public – None

2. Review, Revise, and Approve Agenda

Although BVCC Bookkeeper Robert Underwood might have an update, item 5a will be rescheduled for the next meeting. Trustee Sue Smith motioned to approve the agenda for October 20, 2025; the motion was seconded by Trustee Michele Binkley. With no further discussion, the motion passed unanimously with four (4) “yes” votes.

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

There was no public in attendance.

4. Consent Agenda (Action)

- a. Approve minutes from Board of Trustees regular meeting on September 8, 2025
(Attachment A)

Trustee Michele Binkley motioned for the board to approve the Board of Trustees regular meeting minutes on September 8, 2025; the motion was seconded by Trustee Sue Smith. With no further discussion, the motion passed unanimously with four (4) “yes” votes.

- b. Approve warrant list for September 2025 (Attachment B)

Trustee Jennifer Johnson inquired about the purchase order and whether Trustee Darwin Ernst signed off on it. Trustee Darwin Ernst believed that he did sign off on the purchase order. Trustee Sue Smith motioned to approve the warrant list for

7. Reports/Announcements (Information)

a. Chair's Report

No report.

1. Administrator's Report (*Attachment E*)

BVCC Consultant Jamie Ogden discussed her items in previous agenda items.

b. Secretary's Report

No report.

c. Clerk's Report

No report.

d. Bookkeeper's Report (*Attachment F*)

No report.

e. Human Resources Committee

No report.

f. Building and Grounds Committee

No report.

g. Finance and Audit Committee

No report.

8. Announcements

Next Regular BOT Meeting: Tuesday, November 18, 2025 at 5:30pm

9. Adjournment – 6:11 PM

Trustee Michele Binkley motioned to adjourn the board meeting; the motion was seconded by Trustee Sue Smith. With no further discussion, the motion passed unanimously with four (4) "yes" votes.



Trustee Darwin Ernst – Chair

Date

12-2-2025



Trustee Jennifer Johnson – Vice Chair

Date

12/2/2025