

WESTERN COMMUNITY COLLEGE AREA

**INFORMAL MEETING
MINUTES**

July 19, 2023

The Western Community College Area Board of Governors held an Informal meeting at 10:29 a.m. on Wednesday, July 19, 2023 in the Coral E. Richards Boardroom at Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27th Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the Star-Herald on Tuesday, July 11, 2023.

A current agenda was available in the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.

Roll Call

Area Board

Karen S. Anderson, Vice Chairperson	Present
Margaret R. Crouse	Present
Linda A. Guzman-Gonzales	Present
F. Lynne Klemke, Chairperson.....	Absent
Allan D. Kreman	Present
William M. Packard	Present
M. Thomas Perkins	Present
Coral E. Richards.....	Present
R. J. Savely, Jr.....	Present
Richard G. Stickney	Absent

Quorum

Vice Chair Anderson declared a quorum was present for the transaction of business.

Ms. Klemke informed the Board Secretary that she would be unable to attend the meeting because of Personal Business. Mr. Stickney informed the Board Secretary he would be unable to attend the meeting because of Personal Health.

Board Chairperson Comments

Vice Chair Anderson announced that for public information there is a copy of the Nebraska Open Meetings Act available on the table at the back of the room.

Vice Chair Anderson announced that the Board reserves the right to enter into closed session if deemed necessary for any item on the agenda per §84-1410 of the Nebraska Revised Statutes.

Community Comments

Vice Chair Anderson asked for comments from the community. Pursuant to Board Policy BP-101, Vice Chair Anderson reminded community members who wish to make comments that each speaker will be limited to a five-minute presentation. There were no comments.

Budget Review – Designated Fund, Restricted Fund (Koski)

Ms. Lynne Koski, Vice President of Administrative Services presented 2023-2024 budget information.

Ms. Koski explained that Designated Funds are not supported through tax dollars. The designated funds are auxiliary enterprise or educational accounts. The largest of those accounts include food service, residence halls, and bookstore. Additionally, any type of insurance claim, facility rentals, and athletics all go through the Designated Fund. Ms. Koski explained that the Designated Fund balance will change before the budget is finalized in September.

The Restricted Funds are restricted by an external party. Included in the Restricted Fund are grants, contracts, and the federal Pell work study funding. The primary and most significant portion of this fund includes federal student loans, revenue goes into this account then dispersed back to the student accounts based on their eligible loan amounts.

**Western Nebraska Community College
 Tentative Other (Non-tax supported) Funds Budget
 2023-24**

July 19, 2023

	Designated Fund	Restricted Fund	Loan Fund	Agency Fund	Total Funds
Beginning Fund Balance	\$3,372,620	\$0	\$104,927	\$274,254	\$3,751,802
2023-24 Revenue	<u>\$4,148,609</u>	<u>\$17,418,000</u>	<u>\$650,000</u>	<u>\$125,000</u>	<u>\$22,341,609</u>
Total 2023-24 Funds Available	<u><u>\$7,521,229</u></u>	<u><u>\$17,418,000</u></u>	<u><u>\$754,927</u></u>	<u><u>\$399,254</u></u>	<u><u>\$26,093,411</u></u>
2023-24 Expenditures	\$6,408,264	\$17,418,000	\$728,695	\$330,690	\$24,885,650
Necessary Cash Reserves	<u>\$1,112,965</u>	<u>\$0</u>	<u>\$26,232</u>	<u>\$68,564</u>	<u>\$1,207,761</u>
Total 2023-24 Expend & Reserves	<u><u>\$7,521,229</u></u>	<u><u>\$17,418,000</u></u>	<u><u>\$754,927</u></u>	<u><u>\$399,254</u></u>	<u><u>\$26,093,411</u></u>
2023-24 Budget	\$6,408,264	\$17,418,000	\$728,695	\$330,690	\$24,885,650

Board Policy Update (Reichert)

Ms. Reichert shared documents regarding the Board of Governors current policy structure and the newly revised structure. Board members were led through a tutorial regarding how to access original and updated policies on the WNCC web page. Original Board policies were listed under the 800 series, but currently shifting to the 100 series. With the shift, the 800 series will contain Information Technology policies. The 100 series Board policies are not required to go through the shared governance process because they do not apply to shared governance, which should not have input in regard to Board policies. The College president will inform the campus community of changes to the Board of Governors' policies that may impact the College.

Due to recent Board member vacancies that impacted the Board Policy Committee, the Board Executive Committee will review Board policies then forward onto the Board Policy Committee for review before presentation at the Board meetings.

Board Work Session (Armstrong)

Mr. Chris Armstrong, Information Technology Senior Systems Administrator assisted Board members with use of College email accounts and web page access.

Board Member Comments

Vice Chair Anderson welcomed President Dart to WNCC. Additionally, Mr. Armstrong was thanked for his patience while assisting Board members with WNCC email and web page access.

Next Regular Meeting

Wednesday, July 19, 2023, 1:00 p.m., Coral E. Richards Boardroom, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, NE.

Adjournment

The meeting was adjourned by unanimous consent at 11:40 a.m.

F. Lynne Klemke, Chairperson

Susan L. Verbeck, Secretary