

REGULAR MEETING  
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES  
June 19, 2018 – 2:00 P.M.  
ROOM 4331, SCHERMER BUILDING

Members Present: Mr. Art Blauvelt, Dr. Harry Carthum, Ms. Rebecca Chaffee,  
Ms. Denise Portmann, Ms. Fawn Sharp

Members Absent: None

Others: Dr. Paula Akerlund, Ms. Marcy Alstrom, Ms. Liz Alton, Dr. Jennifer Alt,  
Ms. Kristy Anderson, Dr. Monica Baze, Mr. Andrew Glass, Mr. Darin Jones,  
Mr. Randy Karnath, Ms. Vivian Kaylor, Mr. Justin Kjolseth, Dr. Emily Lardner,  
Mr. Nick Lutes, Mr. Mitchel Margaris, Mr. Taylor Miller, Dr. Jim Minkler,  
Mr. Aaron Tuttle, Ms. Sandy Zelasko,

I. Call to Order/Roll Call

Dr. Carthum welcomed Board members and guests to the meeting.

II. Agenda Adoption

Dr. Minkler requested the presentation of the student budget, which is a subset of the college budget, be reviewed prior to the adoption of the college budget and to be included in the adoption of the 2018-19 college budget. It was moved and seconded to review the student government budget report prior to the review and adoption of the 2018-19 college budget. Motion carried.

III. Public Comments

None

IV. Celebrating Success

The following guests were introduced: Mr. Mitchel Margaris, incoming ASGHC President, Mr. Taylor Miller, incoming VP of Budget and Finance, and Ms. Marcy Allstrom, student recruiter.

V. Action Items

1) Approval of Minutes

It was moved and seconded to approve the May 15, 2018 Board minutes as submitted. Motion carried.

2) Board Elections

It was moved and seconded that Ms. Sharp be elected Board chair. Motion carried. It was moved and seconded that Mr. Blauvelt be elected Vice Chair. Motion carried.

### 3) Adoption of the 2018 – 2019 College Budget (Mr. Nicholas Lutes)

Ms. Allton reviewed the 2018 2019 ASGHC Annual Budget. She said the Budget Committee's objective is to raise and expand funds in order to promote the general welfare and morale of students.

- Services and Activity Fee requests and Technology Fee requests totaled \$703,613.32.
- Services and Activity had twenty-six requests for \$559,837.32 and the technology fee budget had six requests for \$143,776.00.
- The Budget Committee consists of three non-voting members and seven voting members. Voting members include one faculty member, the VP for Student Services and five students.

Mr. Lutes reviewed the 2018-2019 Financial Budgets. The FY 18-19 proposed operation budget is \$18,735,100 compared to the prior year budget of \$17,930,100. The budget document included the following:

- Budgeted Expenditures by Program
- Local Revenue
- Tuition and Fee Schedule
- Waiver and Fine Schedule
- Salary Schedules
- Organizational Detail Budgets

After discussion it was moved and seconded to approve the 2018-2019 financial budgets as presented. Motion carried.

## VI. Standing Reports

### 1) Student Government Report (Ms. Liz Allton)

Ms. Allton reported the following student life updates for June, 2018:

Election of 2018-19 student government officers.

Mayhem 2018.

Recognition event for Chokers Who Rock

Stress Less Fest

Food Pantry

Relay for Life Team

### 2) Classified Staff Report (Mr. Randy Karnath)

Mr. Karnath reported the following:

Classified staff appreciated Dr. Minkler hosting an event at his home for staff.

Contract negotiations have begun

In August several staff will attend the STTACC conference in Wenatchee.

### 3) Faculty Report (Dr. Monica Baze)

Dr. Baze reported the following:

- Faculty are involved with program review for accreditation.
- Faculty are excited about holding graduation in a larger venue.
- Contract negotiations are beginning.
- Faculty elections will be held at the beginning of Fall Quarter.

- 4) President's Report (Dr. Jim Minkler)  
Dr. Minkler's report was included in backup materials received prior to the meeting.  
Highlights included:  
Report from last WACTC meeting  
    Meeting with Guided Pathways Taskforce  
    WACTC Strategic Enrollment Taskforce  
    Capital Budget Development  
    Salary analysis study  
Enrollment  
    GHC's strategic enrollment plan  
Financial Aid Audit report  
Honoring GHC retirees and years of service  
Student housing update  
Diesel technician donation  
Juneteenth  
Student housing
- 5) Board Report
- a. Celebrating years of service for Trustee Ms. Rebecca Chaffee - Dr. Minkler presented a plaque and gift certificates to Ms. Chaffee in recognition of her many years of service as a trustee.
  - b. Board Evaluation – Copies of the Board Evaluation survey have been forwarded to Board members. Results will be discussed at the August 6<sup>th</sup> Board work session.
  - c. Board Work Session – The Board will hold a work session on August 6<sup>th</sup> from 9:00 a.m. to 4:00 p.m. at the Quinault Beach Resort.
  - d. Items of Interest – Mr. Blauvelt asked about the status of the Whiteside Building. Mr. Lutes responded that the buyer has asked for a sixty day extension which expires shortly.

Ms. Portmann asked about offering ELA classes at Riverview. Dr. Lardner responded she thinks they are being offered Fall Quarter but will verify if that is the case.

## VII. Information Items

- 1) Introduction of Trustee-Elect Dr. Paula Akerlund – Dr. Minkler introduced Dr. Akerlund who will join the Board effective July 1, 2018. She replaces Ms. Chaffee whose term has expired.

## VIII. Executive Session

Under RCW 4230.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.

The Board entered into executive session at 4:05 p.m. for thirty minutes.

The meeting reconvened at 5:05 p.m.

IX. Action Items as a Result of Executive Session

It was moved and seconded to adjust the president's salary to add a cost of living increase of 2% on July 1, 2018 and 2% on January 1, 2019 to his current salary, and sometime in the next six months review his compensation based on other lawful factors. Motion carried.

It was moved and seconded to delete the sentence "sometime in the next six months review his compensation based on other lawful factors." Motion carried.

Mr. Blauvelt moved that the minutes reflect that the Board is pleased with the performance of the GHC president and the staff he has surrounded himself with. The motion was seconded and carried.

There was discussion based on historical rotation regarding which Board member should be elected vice chair for next year. It was moved and seconded to reconsider the previous motion nominating Mr. Blauvelt for Vice Chair. Motion carried.

It was moved and seconded to nominate Ms. Portmann as Board Vice Chair for next year. Motion carried.

X. For the Good of the Order

None

XI. Adjournment

The meeting was adjourned at 5:10 p.m.

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Dr. James Minkler, Secretary

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Dr. Harry Carthum, Chair