

SPECIAL MEETING OF THE  
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES  
December 15, 2020 – 1:00 p.m. - Zoom Meeting

Members Present: Dr. Paula Akerlund, Ms. Astrid Aveledo, Mr. Art Blauvelt, Mr. Jim Sayce

Members Absent: Dr. Harry Carthum

Others Participating in the Meeting:

Ms. Kristy Anderson, Mr. Richard Arquette, Mr. Kwabena Boakye,  
Dr. Ed Brewster, Ms. Shelly Hoffman, Mr. Darin Jones, Mr. Randy Karnath,  
Ms. Nicole Lacroix, Mr. Keith Penner, Ms. Linda Sullivan-Colglazier,  
Mr. JEB Thornton, Ms. Sandy Zelasko

Vice Chair Dr. Akerlund welcome Board members and those in attendance to the meeting.

I. Call to Order/Roll Call

Roll was called and all members were present except for Dr. Carthum.

II. Agenda Adoption

It was moved and seconded to adopt the agenda as presented. Motion carried

III. Public Comments

None

IV. Action Items

1) Approval of November 17, 2020 Board Meeting minutes.

Ms. Aveledo said she had a correction to the November 17, 2020 minutes. Under Board Report, item #2 referring to future study sessions that focus on equity, diversity and inclusion she asked that the sentence that read “Ms. Aveledo would bring a proposal to the next Board meeting” be changed to read “ Ms. Aveledo said she would work with Dr. Carthum to bring a proposal to the next Board meeting. It was moved and seconded to approve the minutes as amended. Motion carried.

2) Harbor Landing Food Pantry Remodel Project

ASB President, Ms. Shelly Hoffman reported that student government approved \$150,000.00 to be used for remodeling the Harbor Landing Food Pantry space. Per the ASGHC Financial Code any amount approved by the ASGHC from the Fund Balance account over \$50,000.00 must be approved by the Board of Trustees. Mr. Blauvelt asked for a description of the remodel. Mr. Arquette, Director of Student Life, responded that currently the food pantry is housed in an empty boiler room in the gym. The renovation would make the space more habitable and create storage space that is more accessible. Mr. Blauvelt asked if the remodel would be done by college employees. Mr. Penner said we do not have personnel to complete the project and will follow public work laws and go out to bid. An architect will be hired to design the remodel. The estimated time line for completion of the project is ninety days. During the remodel the food pantry will be moved to the cafeteria in the HUB. It was moved and seconded to authorize the use of \$150,000.00 from the ASGHC Fund Balance account for the Harbor Landing Food Pantry remodel project. Motion carried.

## V. Information

### 1) Operational Policy 510 – Grants (first reading)

Ms. Anderson stated that updates to OP 510 clarify the President's role in approving all grants submitted on behalf of the college. Administrative Procedures 510.01 (Grant Process for Developing and Managing Sustaining Grants), 510, 02 (Grant Development Procedure for Project Grants) and 510,03 (Grant Management Procedure for Project Grants) accompany the policy. Proposed policy 510 and the procedures were adopted by the College Council in December, 2020. The Board will be asked to approve Operational Policy 510 at their January, 2021 Board meeting. Mr. Sayce suggested changing the word "proposal" in the policy to "application." Mr. JEB Thornton, Director of Grant Development, said the reason we use the word proposal is when we respond to the majority of our grants we are responding to a request for a proposal.

## VI. Standing Reports

### 1) President's Update

Dr. Brewster reported the following:

- Enrollment is down approximately 22% from this time last year.
- The Legislative session begins in January. It appears that the budget is balanced for the rest of this fiscal year.
- Legislators have indicated that funding for capital projects for the community and technical college system might be less than anticipated because the capital budget will focus on low income housing.
- The second meeting of the Student Services Instructional Building redesign will be tomorrow. Proposed changes discussed at the first meeting included parking, especially ADA parking, conference space, stairway, space for the Boardroom, welcome center. At the meeting tomorrow the architects will present redesign plans based on suggestions from last week's meeting.
- The NWAC has announced there will not be any sports competitions between now and the first of March, 2021. Workouts can be held on a limited basis. Because we couldn't find a coach or enough players we are discontinuing women's volleyball. We have applied to NWAC for a women's cross country team that would start Fall Quarter, 2021.
- The following correspondence addressed to the Board was read:
  - Thank you for the \$1,000.00 donation to the Bishop Center.
  - Thank you for the \$5,000.00 to the Foundation for scholarships.
  - Thank you from a BASTE student for the opportunity to receive her degree close to home. CARES funding replaced her computer.
- Dr. Alt is resigning as Vice President of Student Services. She has taken a position out of state and will be leaving December 18. Dr. Brewster thanked her for her commitment to GHC and wishes her the best in her new endeavor. Dr. Akerlund said that on behalf of the Board she also wishes her the best.

### 2) Board Report

#### 1. Transfer of Bishop Trust

Mr. Blauvelt reported there was a lengthy discussion at the GHC Foundation meeting about the Board's intention to transfer management of the Bishop Trust to the GHC Foundation. The trust was established in 1986 for the purpose of granting scholarships to students to pursue their education beyond their first two years. The goal is to transfer that trust to the Foundation and to have the Foundation manage the trust and the awarding of scholarships. It was noted that the college's assistant attorney general has reviewed the documents.

There was discussion regarding the fund manager of the trust. The Foundation is asking if the trust is transferred does the Foundation have to use the current trust manager. Dr. Akerlund asked if the Board voted previously to transfer the trust. Mr. Boakye said yes, and the Board also took action to authorize the president to complete the MOU for the transfer. AAG Ms. Sullivan-Colglazier reported she has discussed fund transfers with other attorneys and she does not yet have a definitive solution.

2. December 22, 2020 ACT Meeting

Trustees are invited to join a state-wide ACT meeting for a presentation on the Carver model of governance.

3. Items of Interest

Ms. Aveledo stated she will meet with Dr. Carthum and bring a proposal to the Board for future study sessions that focus on diversity, equity and inclusion. Dr. Brewster said a priority for the community and technical college system and the Governor's Office is a focus on diversity, equity and inclusion. Ms. Aveledo added that she and Dr. Brewster met with two people from the coalition that supports Spanish speaking people in Grays Harbor County. There are plans for future meetings.

The Governor's press release includes a statement that equity and inclusion will provide opportunity for potential alignments. Mr. Sayce stated the Port of Willapa designated the Stan Hatfield Energy Innovation District in a resolution on Efficient Resource Use and Greenhouse Gas Emission Reduction policy. The intent is to efficiently recapture and reuse energy among participating industries in an interaction known as "Industrial Symbiosis" and process natural resources and wastes into value added products.

VII. Non-Public Session

The Board entered into the Non-Public Session of the meeting at 1:50 p.m. for approximately fifteen minutes. The meeting reconvened at 2:08 p.m.

VIII. Action Items as a Result of the Non-Public Session

It was moved and seconded to authorize the Board Chair or designee to sign for the college the High Demand MOU negotiated by the faculty and the college. Motion carried.

IX. 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.

There was not an executive session.

X. Action Items as a Result of the Executive Session

None

XI. Good of the Order

Ms. Lacroix reported the college's e-sports team has received national recognition. Mr. Blauvelt suggested an e-sports presentation at a future Board meeting.

Mr. Blauvelt said there are reports that junior high and high school student are having difficulties with virtual learning. He asked if there have been similar issues with college students. Dr. Brewster responded that we have students who are struggling in the virtual learning environment. Faculty are providing a lot of support to those students. Dr. Akerlund said P-12 system nationwide are in crisis and it is important to support local school districts.

XII. Adjournment

It was moved and seconded to adjourn the meeting. Motion carried.

---

Dr. Ed Brewster, Secretary

---

Dr. Paula Akerlund, Vice Chair