

**MESALANDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING**

May 19, 2020

The Mesalands Community College Board of Trustees met in regular session on Tuesday, May 19, 2020 at 5:30 p.m. via Google Meet in Tucumcari, New Mexico.

CALL TO ORDER

Mr. Streetman, Chair, called the meeting to order at 5:39 p.m.

Due to an audio problem with the live stream of the Board Meeting, it was brought to Mr. Streetman's attention that the audio was not working from the beginning of the meeting.

Therefore, Mr. Streetman wanted to ensure that individuals viewing the meeting would be aware of all that had already taken place. He called the Meeting to Order a second time at 5:48 p.m. on Tuesday, May 19, 2020.

ROLL CALL

The following board members were present: Mr. James Streetman, Ms. Teresa Stephenson, and Mr. Jimmy Sandoval.

The following board members were not present: Ms. Liz Estrada and Mr. Craig Currell.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Reopening Campus Plans
- 4) Approval of Rodeo Truck Purchase Request
- 5) Approval of NMHED Quarterly Financial Actions Report
- 6) Approval of Monthly Finance Report, April 2020
- 7) Approval of Executive Session
- 8) Approval of Reconvene from Executive Session
- 9) Approval of Action, if needed, based on Executive Session

Mr. Streetman announced that in attendance at the meeting, are the following:

- Mr. James Streetman, Board Chair
- Ms. Teresa Stephenson, Board Vice Chair
- Mr. Jimmy Sandoval, Board Member
- Ms. Liz Estrada, Absent
- Mr. Craig Currell, Absent

- Ms. Natalie Gillard, Interim President/Vice President of Academic Affairs
- Ms. Amanda Hammer, Vice President of Administrative Affairs
- Dr. Aaron Kennedy, Vice President of Student Affairs
- Mr. Josh McVey, Director of Public Relations
- Ms. Connie Chavez, Executive Assistant to the President

APPROVAL OF AGENDA – ACTION

Mr. Streetman stated that he did not think an Executive Session is needed at this time and asked the Board Members, as well as, Ms. Gillard, Ms. Hammer, and Dr. Kennedy. It was the consensus that an Executive Session is not needed.

Mr. Streetman requested that Items VIII.A., IX, and X be removed from the agenda.

ACTION – Ms. Stephenson moved to approve the agenda as amended. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

COMMENTS BY THE PUBLIC ON ITEMS ON THIS AGENDA

As per Board Policy 2.3 Procedures for Addressing the Board: Any person wishing to speak to the agenda must register prior to the meeting and their comments are limited to five (5) minutes.

Mr. Streetman asked Ms. Connie Chavez if she received any Public Comments. She responded that she did not receive any.

MESALANDS MOMENTS

Ms. Gillard stated that she is pleased to report that the College will be hosting a Virtual Graduation. A team, led by Mr. Larry Wickham and Mr. Josh McVey are working on this project. Ms. Gillard asked that anyone wanting to be a part of this celebration should contact either Mr. Wickham or Mr. McVey. The Virtual Graduation will be streamed live on Saturday, May 30, 2020 at 4:00 p.m. Ms. Gillard added that the event would be available on YouTube for viewing later, as well.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve Item V.A.1 Regular Board Meeting Minutes dated April 21, 2020 as presented. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

CHAIRPERSON'S REPORTS

Mr. Streetman indicated he did not have anything to report at this time.

REPORTS

President's

Reopening Campus Plans – **ACTION**

Ms. Gillard presented the following:

- New Mexico Higher Education Departments (NMHED's) Reopening Campus Plan
 - Received input from all College Presidents and Dr. Katherine Winograd, Acting Secretary of Higher Education created the plan
- Mesalands Community College Reopening Campus Plan
 - NMHED's Plan was used as a model and adapted for Mesalands Community College's Plan
 - Ms. Gillard, Dr. Kennedy, and Ms. Hammer formed and developed this Plan
 - Ms. Gillard reviewed the Plan and highlighted the breakdown of each phase

Ms. Gillard stated that it is felt that this Plan It is very complete, thorough, and flexible. In addition, she is aware that this plan was developed knowing that the College is working in an environment with many unknowns.

Ms. Gillard asked the Board if they had any questions or feedback. Ms. Stephenson stated that it looks okay to her and there is much to consider. Ms. Gillard agreed with Ms. Stephenson and added that this is the best with what is known. Mr. Sandoval stated that it looks very good.

Ms. Gillard requested that the Board approve the Mesalands Community College Reopening Campus Plan.

ACTION – Mr. Sandoval moved to approve the Mesalands Community College Reopening Campus Plan as presented. Ms. Stephenson seconded the motion. A roll call vote was taken with all members voting: Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Sandoval, yes. The motion carried.

Rodeo Truck Purchase Request – **ACTION**

Ms. Gillard presented a Rodeo Truck Purchase Request and reported that the need for this purchase is so that the Rodeo Coach/Team can have a truck to haul livestock.

Ms. Hammer informed the Board that Mr. Matt Hughes asked for a bid from Tillery Chevrolet in Moriarty, New Mexico and received two other quotes. The contract for this purchase is defined as a CES purchase and Tillery's was the best bid the College could get.

Discussion followed regarding the model year (2020 or 2021) of the truck from Tillery's; high mileage on the other used truck (2017) quotes; spending funds to pay individuals

for hauling versus paying for a truck purchase; and expending of funds this fiscal year or next, to name a few.

Mr. Streetman requested that the Rodeo Truck Purchase Request be tabled until the June 2020 Board Meeting to allow these questions/concerns to be resolved and have the entire Board present to take action.

ACTION – Ms. Stephenson moved to table the Rodeo Truck Purchase Request as requested by Mr. Streetman. Mr. Sandoval seconded the motion. A roll call vote was taken with all members voting: Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Sandoval, yes. The motion carried.

Academic Affairs

Ms. Gillard stated that she did not have anything specific to report other than the semester ended May 8, 2020.

Student Affairs

Dr. Kennedy updated the Board on the lack of early/summer/fall enrollment due to the closing of the College. He mentioned that Student Affairs staff, as well as Ms. Alice Johnson, Mr. Gregg Howard, and Ms. Loni Monahan have been calling all students to sign up for summer and fall semesters. He added that posting on Facebook, Instagram, and texts have also been used in an attempt to enroll students and he is having monthly marketing meetings every Tuesday.

Administrative Affairs

NMHED Quarterly Financial Actions Report – ACTION

Ms. Hammer presented the NMHED Quarterly Financial Actions Report for approval.

ACTION – Ms. Stephenson moved to approve the NMHED Quarterly Financial Actions Report as presented. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Mr. Sandoval; yes, and Ms. Stephenson, yes. The motion carried.

Monthly Finance Report, April 2020 – ACTION

Ms. Hammer presented the Monthly Finance Report for April 2020.

ACTION – Mr. Sandoval moved to approve the Monthly Finance Report for April 2020 as presented. Ms. Stephenson seconded the motion. A roll call vote was taken with all members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

NEW BUSINESS

No new business presented.

CORRESPONDENCE

No correspondence was presented.

INFORMATIONAL ITEMS

Presented were the following:

- Important date
 - Memorial Day, College closed, May 25, 2020
- Board of Trustees 12-month calendar
- Board of Trustees Annual Calendar of Reports

ANNOUNCEMENTS

Tuesday, June 16, 2020, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m. Mr. Streetman reported that the June 16, 2020 Board Meeting might be held the same way as this or may be on Campus with six-foot distancing.

Ms. Stephenson stated that it is good seeing everyone and Mr. Sandoval said for everyone to take care. Ms. Gillard also said it was good to see the Board and know that all are healthy and safe, stay safe. Dr. Kennedy said for everyone to be safe and happy. Ms. Hammer stated that all is good.

ADJOURN

Mr. Streetman stated that there was no further business and the meeting adjourned. The meeting adjourned at 6:19 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk