

**MESALANDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
April 29, 2025**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, April 29, 2025, at 3:00 p.m. in the Conference Room 606, Building “G” in Tucumcari, New Mexico.

CALL TO ORDER

Mr. Richard Primrose, Chair, called the meeting to order at 3:00 p.m.

PLEDGE TO THE FLAG:

Recited was the Pledge of Allegiance and the New Mexico Flag was saluted.

ROLL CALL

The following Board members were present: Mr. Richard Primrose, Ms. Teresa Stephenson, Mr. Tom Sidwell, Mr. Jimmy Sandoval, and Mr. Phillip Box.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda – Minutes from March 11, 2025
- 3) Approval to Reschedule the May Board Meeting
- 4) Approval of the Financial Report for March 2025
- 5) Approval of the FY2024/2025 Budget Adjustment Requests
- 6) Approval of the FY2025/2026 Budget
- 7) Approval of the Foundation Leases FY24-25
- 8) Approval of Purchase Requisition # 118140 to Sehi Computers
- 9) Approval of Changes to the FY25/26 Academic Calendar
- 10) Approval of the “Good Neighbor” Out-of-State Tuition Rates
- 11) Approval to go into Executive Session
- 12) Approval to Reconvene from Executive Session
- 13) Approval to Adjourn the meeting

APPROVAL OF AGENDA – ACTION

ACTION – Mr. Box made a motion to approve the agenda as presented in Exhibit 1. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; and Mr. Primrose, 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. There were no public comments at this time.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Sidwell made a motion to approve the regular Board meeting minutes as presented in Exhibit 2, dated March 11, 2025. Mr. Box seconded the motion. A roll call

vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried.

CHAIRPERSON'S REPORT

➤ Mr. Richard Primrose

- There is a shared Google Drive for the Board of Trustees with previous and current board minutes, previous and current budgets, and EFOP reports.

Reschedule the May Board of Trustees meeting to the 27th – ACTION

I will be out of town May 20 and would request changing the meeting to May 27.

ACTION – Mr. Box made a motion to move the May meeting from the 20th to May 27, 2025. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Sidwell, yes. The motion carried.

PRESIDENT'S REPORT

1. Dr. Allen Moss, President

- Adding the “Good Neighbor” in-state tuition rate; this will allow us to offer in-state tuition rates to surrounding bordering states.
- The auditors are here this week; it is critical to get the FY24 audit done by June 30, 2025 and get started on the FY25 audit on time.
- Special audit; they are writing the report, it should be done by June 30, 2025.
- The college's property insurance will increase about 20% this next year.
- Ms. Jamie Stanesa, our HLC Liaison, will be at our June Board meeting.
- We hosted the Community Executive Lunch meeting at Mesalands today.
- The EPCOG meeting went well, I attended virtually, but plan to attend the next meeting in person. They are working on some grants that will include Mesalands.
- The Finance Committee will meet again in May. We want to try to have a meeting every month.
- We are working on getting a credit card through New Mexico Bank & Trust.
- The LFC will be meeting here at Mesalands May 14th and 15th

2. March 2025 Financial Report – ACTION

- Our cash balance is still looking good; we will be getting another appropriation of 500,000. The upcoming year is looking good. We still have potential drawdowns, billings to the correctional facilities, HB2 reimbursements, and HEERF refunds. Some of the unused emergency funds from the state may need to go back to the state by the end of the year.
- Mr. Box asked about the investment report for the CD's; New Mexico Bank & Trust – this may be funds as a guarantee that the HED required; Dr. Moss will check with Ms. Rachelle Aries on this.
- Mr. Primrose stated that our cash flow is still looking good.

ACTION – Mr. Sidwell made a motion to approve the March 2025 Financial Report as presented in Companion Exhibit 1. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Sidwell, yes. The motion carried.

3. FY2024/2025 Budget Adjustment Request (BAR's) – ACTION

ACTION – Ms. Stephenson made a motion to approve the FY2024/2025 Budget Adjustment Requests (BAR's) restricted and unrestricted as presented in Companion Exhibit 2. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried.

4. FY2025/2026 Budget Approval – ACTION

- These are estimates of what we anticipate, we can make changes throughout the year through BAR's, this is based on our actuals for this year.

ACTION – Mr. Box made a motion to approve the FY2025/2026 Budget as presented in Companion Exhibit 3. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; and Mr. Box, yes. The motion carried.

5. Foundation Leases FY24-25 – ACTION

- Dr. Moss said that this is a reduced amount.
- Mr. Sidwell stated that line item III says "Lessor," it should say "Lessee." We need to change that wording.

ACTION – Mr. Sidwell made a motion to approve the Foundation Leases FY24-25 as presented in Exhibit 4 with the line item III, first word changed to "Lessee".

Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; and Mr. Primrose, yes. The motion carried.

6. Purchase Requisition #118140 Sehi Computers – ACTION

This utilizes some of the HEERF funds to update some of our computers.

ACTION – Ms. Stephenson made a motion to approve the Purchase Requisition #118140 to Sehi Computer as presented in Exhibit 5. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried.

7. Change the FY25/26 Academic Calendar – ACTION

We need to add a week at the end of the Spring semester to have 16 weeks.

ACTION – Mr. Box made a motion to approve the changes in the FY25/26 Academic Calendar as presented in Exhibit 6. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Sidwell, yes. The motion carried.

8. The "Good Neighbor" Out-of-State Tuition Rates – ACTION

- This allows students from other states that border New Mexico to use the in state tuition rates, other colleges are offering this as well.

ACTION – Mr. Sidwell made a motion to approve the "Good Neighbor" Out-of-State Tuition Rates as presented in Exhibit 7. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried.

ACADEMIC AFFAIRS

1. Mr. Joel Kiser, Vice President of Academic Affairs

- Mr. Kiser is in Albuquerque at the HED Summit

STUDENT AFFAIRS

1. Mr. Josh McVey, Vice President of Student Affairs

- Mr. McVey is in Albuquerque at the HED Summit

ADMINISTRATIVE AFFAIRS

1. Mr. Mark A. Martinez, Executive Director of Operations and Procurement

- Mr. Martinez is in Albuquerque at the HED Summit.

REPORTS FROM SHARED GOVERNING SENATES

1. Staff Senate President – Mr. Dean Garcia

- Staff Senate had a meeting the first of the month, we want to get a Student Senate President so they can be involved in the Staff Senate meetings.
- Adult Education has graduated 19 High School Equivalency (HSE) this year, 11 will walk in graduation.
- Completed our grant renewal application to HED for our Adult Ed program for another 4 years, if approved, this will take us through FY2029.
- Our CNA cohort is in their fourth week – they are part of our IET program, Ms. Kyeli Vaughn and Ms. Nikki Vasquez have been helping with study sessions.
- Honors College next Tuesday in the old student commons area 5:00-6:00
- ESL End of Year Potluck next Thursday at 6:00 p.m. in room A-123
- Mountain Adult Association Regional Board nominated Dean Garcia to be on the Board.
- Our Adult Ed program holds the 3rd highest measurable gains in the State.

2. Faculty Senate President – Ms. Janet Griffiths

- No report at this time

TRUSTEES COMMENTS

- Ms. Stevenson said that the heating and cooling work well at the old Armory.
- Mr. Sandoval asked about the signs; one says Community College, one does not.
- Dr. Moss said we are Mesalands Community College, we want to get everything consistent with the name and the gold and blue school colors.
- Dr. Moss stated that we need to offer classes that our community needs, such as building trades, electricians, and plumbing.
- Mr. Box said he thinks Dr. Moss is making great in-roads with the community leaders; I think we will see some results from this.
- Dr. Moss said that he is proud of our Board for wanting to move forward and see our college grow, we have a lot of potential.
- We are working with the NMSU Ag Experimental Station, they did hire a new Dean. We would like to work with adjuncts and also offer some courses.

EXECUTIVE SESSION – ACTION

ACTION – Mr. Sidwell moved that the Board enter Executive Session for limited personnel matters as allowed for in NMSA 1978, Section 10-15-1 (H) (2), for litigation as allowed for in NMSA 1978, Section 10-15-1 (H) (7), and for real property and water rights as allowed for in NMSA 1978, Section 10-15-1 (H) (8). Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; and Mr. Box, yes. The motion carried.

RECONVENE FROM EXECUTIVE SESSION – ACTION

ACTION – Mr. Box moved that the Board Reconvene from Executive Session which was limited to discussions as stipulated above for limited personnel matters as allowed for in NMSA 1978, Section 10-15-1 (H) (2), for litigation as allowed for in NMSA 1978, Section 10-15-1 (H) (7), and for real property and water rights as allowed for in NMSA 1978, Section 10-15-1 (H) (8). Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; and Mr. Primrose, yes. The motion carried.

- No action was needed from the Executive session.
- No correspondence

INFORMATIONAL ITEMS

A. Important Dates:

- a. May 3rd Cinco de Mayo – in the parking lot between buildings E & D
- b. May 9th Graduation – High School Auditorium at 6:00 p.m.
- c. May 10th Nursing Pinning Ceremony – Great Room at 3:00 p.m.
- d. May 14th -15th Legislative Finance Committee will be here
- e. May 26th Memorial Day – College closed

B. Board of Trustees – 12 Month Calendar

C. Board of Trustees Annual Calendar of Reports

ANNOUNCEMENTS

- Tuesday, May 27, 2025, Mesalands Community College Board of Trustees Regular Board Meeting at 3:00 p.m.
- ACCT Training - Saturday, May 31st from 9:00 a.m.- 2:00 p.m.
 - Please fill out the survey for the training by May 2, 2025

ADJOURN – ACTION

ACTION - Mr. Primrose stated if there was no further business, he would entertain a motion to adjourn the meeting. Mr. Sidwell made the motion to adjourn the meeting. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The meeting was adjourned at 4:36 p.m.

[signature on original]

Richard D. Primrose
Chair

[signature on original]

Thomas Sidwell
Secretary/Clerk