

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

**December 12, 2023**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, December 12, 2023, at 5:30 p.m. in the Board Conference room, 214, Building “A” in Tucumcari, New Mexico.

**CALL TO ORDER**

Mr. Richard Primrose, Chair, called the meeting to order at 5:30 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. Phillip Box, and Mr. Jimmy Sandoval. Mr. Tom Sidwell was absent (out of town).

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda – November 15, 2023
- 3) Approval to Reaffirm Mesalands Mission Statement
- 4) Approval of the Foundation Leases
- 5) Approval of the Financial Report for November 2023
- 6) Approval to go into Executive Session
- 7) Approval to Reconvene from Executive Session
- 8) Action if needed from Executive Session
- 9) Approval to Adjourn the meeting

**APPROVAL OF AGENDA – ACTION**

**ACTION** – Mr. Box made a motion to approve the agenda in Exhibit 1 as presented. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Box, yes; Mr. Sandoval, 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** – Ms. Stephenson made a motion to approve the regular Board meeting minutes as presented in Exhibit 2, dated November 15, 2023. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sandoval, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried.

## **CHAIRPERSON'S REPORT**

- Mr. Richard Primrose:
  - I want to thank all of the IT department and Ms. Ragland for getting the agenda and Board packet electronically in PDF with an index so we are able to jump around using the index. We can also follow along on the screen. I think this will help. They also have issued me a laptop, so I am able to do everything electronically.

## **REPORTS**

### **PRESIDENT'S REPORT**

- **Dr. Allen Moss, Interim President**
  - We are working with the Shared and Wealth Advisors that Mr. Box pointed out in the Trustee Quarterly for the ERC money; Tammy is uploading information to them to see if we qualify. I will keep you all updated.
  - The 2022 audit exit meeting is set for December 14<sup>th</sup>, this Thursday. They will be getting the report to me by then. Mr. Shawn Beck will conduct the Entrance meeting for the Special Audit after the exit audit. We want to get this done so we can start working on our 2024 budget and get it submitted by May 1, 2024. This is the time when we would start putting out an RFP for the 2023/2024 audit, do we need to do that or do we need to wait for the State Auditor, she indicated that they may be in favor of doing our 2023/2024 audit.
  - I am going to the Legislative Finance Committee (LFC) meeting followed by the New Mexico Independent Community College (NMICC) meeting tomorrow in Santa Fe.
  - We are continuing to meet with a Wind Energy company, our hope is that we can start their students coming for training by mid-February.
  - Foundation – They are planning a fundraising Shrimp Boil on February 10<sup>th</sup> at the Elks Lodge; tickets are \$30 per person.
  - We still have a long way to go, but we do have some things that we can build on, such as CDL and Ag/Animal Science, some of it is going to take some time and patience.
    - Ms. Stephenson – Is the Audit exit meeting going to be in person?
    - Dr. Moss – That is the plan, but the weather may be bad, so it may be a virtual meeting, if not it will be in the Board Room or the Great Room. There will not be any action taken during this meeting.

### 1. Reaffirmation of Mesalands Mission Statement – ACTION

The current mission statement looks good. This missions statement is approved by the Board every year.

**ACTION** – Mr. Box made the motion to reaffirm the Mesalands Community College Missions Statement as presented in Exhibit 4. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sandoval, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried

### 2. Foundation Leases – ACTION

These were presented a few months ago, they have been reduced for this year. We appreciate the Foundation reducing the cost.

- Mr. Box - Are all of these properties listed on our insurance? On the 92 acres used, it says for educational purposes. I see a lot of potential for this to be used such as putting in some crops to help feed our livestock.
- Dr. Moss - We got the survey from our insurance company last week, and we are working on getting everything listed on our insurance.
- Dr. Moss said that Mr. Kiser is working on additional Ag plans of study to be added for the Spring and maybe three new adjuncts. We are trying to build that back up, it would offer some opportunities for our students that are interested in animal science, rodeo, and ag science. We will also be hosting an area FFA contest.
- Wind Turbine – we have had meetings with Senators Henricks staff, on repowering our existing turbine, or building a new turbine.
- Our CDL testing Instructor has possibly acquired a truck – we are talking to him about continuing CDL training and testing.
- Mr. Box and Mr. Sandoval stated that there is a lot of potential to begin new programs.

**ACTION** – Mr. Box made the motion to approve the revised 2023/2024 Foundation Leases. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Box, yes. The motion carried

### 3. November Financial Report – ACTION

- We are carrying a cash balance of a little over a million dollars in unrestricted funds, and in January and February more money comes in from the county tax of approximately four hundred thousand. I feel good about how we are entering into the spring semester. We are working on filling some vacant positions.

-Mr. Box – What is the process of renewing our CD's – Do we need to move some of them to other banks that are paying more interest.

-Dr. Moss said he will follow up on this.

**ACTION** – Mr. Box made the motion to approve the November 2023 financial report as presented in Companion Exhibit 1. Mr. Sandoval seconded the motion. A roll call vote

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

## ACADEMIC AFFAIRS

- **Mr. Joel Kiser, Vice President of Academic Affairs – Dr. Moss presented for Mr. Kiser.**
  - Working on adding more Ag plans of study.
  - We had three honor students present their projects which were in depth and well presented.

## STUDENT AFFAIRS

- **Mr. Josh McVey, Vice President of Student Affairs**
  - Enrollment
    - We have started early enrollment for the spring semester.
    - We are working with Parchment – Diplomas and transcripts will be available digitally and they will also receive a hard copy.
  - Financial Aid
    - We have completed the virtual conference for Student Aid, and followed up with Federal Work Study Aid that was required of us to report student earnings.
  - Recruiting:
    - Mr. Galindo has been meeting with students and faculty to work on recruiting new students.
  - Institutional Advancement:
    - Mr. Galindo has been working with Senator’s Henricks office on funding that has been earmarked for the development and demonstrate a renewable heating technology to decarbonize high temperature and industrial and foundry process. We have also met them to discuss further options and opportunities for our wind program.
      - Mr. Box – I noticed the comment that It may be more advantageous to work with student housing first before the turbine.
      - Dr. Moss – We are having this conversation as well for student housing.
      - Mr. Box asked; has there been any talk with companies to help with a turbine and putting their name on it?
      - Dr. Moss – we want to work with them, they would also bring GWO certification. and they will also hire every student that comes out of our program. We have a great opportunity to be the training center for Eastern New Mexico.
  - Athletics:
    - **Esports**
      - The Gamers Gild Club had a fundraiser and did a very good job.
    - **Fall Rodeo Report – Coach Matt Hughes**
      - We are entering about 18 to 21 students; I am looking to have 3 new students come in the spring semester.
      - Pointes – we are currently a few hundred points behind second place
      - Andy Gusman will be coming back this spring, waiting on his doctor’s

- approval after having knee surgery. He should make the finals.
- First-year student – We have had a few injuries; Coby broke his back the first of the fall semester.
- Fall rodeo in October; we changed from Honeycutt to Mike Johnson, people in the community helped out with the livestock, everyone agreed it was much better. Overall we did save money on the rodeo.
- We had a good fall semester, the most focused group both academically and athletically this year. It did help having 2 rodeos
- The students and coaches were all happy with the rodeo.

## ADMINISTRATIVE AFFAIRS

- **Mr. Mark A. Martinez, Executive Director of Operations and Procurement**
  - Report for the PO's unfortunately I was having some problems with getting that to print out properly.
  - Updates on the building "A" project – I was able to send an email, they are onsite this week working on buildings C and D.
  - Insurance replacing skylights in building A. I am still having some problems with the rodeo truck. There will be a contractor to begin on building E. We were presented with two different options for the roof of building E, the lower pitch, the other will be replaced with "R" panel, we are moving forward.
  - Fitness Center – It will be open to the public January 3, 2024. The Faculty/Staff/Boad already have trial access. Special \$25 per month January-June for five months upfront. I would like to thank Larry Wickham, Justin Hatterman, and Chester Bobbitt for getting everything ready. We will be using the main west entrance with the double glass doors with the sensor on the right. We do have a part-time person working thirty hours per week.

## REPORTS FROM SHARED GOVERNING SENATES:

- **Staff Senate President – Mr. Dean Garcia**
  - Staff Senate meeting was December 4, 2023.
  - Building "A" bathrooms that has been closed for a while, when will they be ready, and when will the west side of building "A" will be finished. Hopefully they will get the bathrooms operational by the spring.
  - They would like more training from Jenzabar, possibly having someone come from Jenzabar campus and doing in-person training.
  - Everyone is ready for Christmas break
  - We wrapped up our ESL (English as a Second Language) program for the fall and are excited to come back in the spring. Mr. Simon Chavez and Dr. Edwards will both be teaching again in the spring.
  - We have had four get their GED, six so far this school year, we hope to get them into Mesalands for the spring semester, which is always our main goal.
  - A lot of positives this semester, with a lot of students on campus.
    - Ms. Stephenson – are these staff senate meetings mandatory?
    - Mr. Garcia – no, they are not, there are between six to ten our of twenty-five that usually attend.

## **EXECUTIVE SESSION – ACTION**

**ACTION** – Ms. Stephenson 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: Ms. Stephenson, yes; Mr. Box, yes; Mr. Sandoval, yes; and Mr. Primrose, yes. The motion carried.

## **RECONVENE FROM EXECUTIVE SESSION – ACTION**

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

Mr. Primrose stated that no action is needed from the Executive Session.

## **CORRESPONDENCE**

- No correspondence

## **INFORMATIONAL ITEMS**

Presented were the following:

- A. Board of Trustees – 12 Month Calendar
- B. Board of Trustees Annual Calendar of Reports

## **ANNOUNCEMENTS**

- Tuesday, January 16, 2024, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m. in Building A, room 214.

## **ADJOURN - ACTION**

- Mr. Primrose stated if there was no further business, he would entertain a motion to adjourn the meeting. Mr. Box made the motion to adjourn the meeting. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Box, yes. The meeting was adjourned at 7:15 p.m.

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Richard D. Primrose  
Chair

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Thomas Sidwell  
Secretary/Clerk