

# CARBON COUNTY BOARD OF COOPERATIVE HIGHER EDUCATION SERVICES

## Board Minutes

The Carbon County Board of Cooperative Higher Education Services (BOCHES) held its regular monthly meeting April 25, 2017 at 5:00 p.m. in Rawlins, Wyoming.

### Roll Call

Board members present: Gilbert Archuleta and Mike Mann. Trent Arnell, George Eckman and Matt Feldmann connected by phone.

Others present: Dave Throgmorton, Shelly Collier, Karen Webster, and by phone, Christy Stocks and Lillian Criswell.

### Agenda:

Mike Mann made the motion to amend the agenda to add action item C to renew the lease with DSB Broker for the CCHEC location at 812 E. Murray St. The motion was seconded by George Eckman and passed.

### Public Comments

None

### Consent Agenda

Trent Arnell made the motion to approve the minutes for March 28, 2017 meeting, Treasurer's Report and Accounts Payable for April 2017. Matt Feldman abstained from the vote. The motion was seconded by Mike Mann and passed.

### Action Items

- A. Mike Mann made the motion to accept the 2<sup>nd</sup> and final reading to update policy: Section IV-4-K Public Service Leave as presented, which will supersede and replace the current policy. The motion was seconded by Matt Feldman and passed.
- B. Trent Arnell made the motion to accept the 2<sup>nd</sup> and final reading to update policy: Section VI-6-H High School Equivalency / WWCC Tuition Grant as presented, which will supersede and replace the current policy. The motion was seconded by Mike Mann and passed.
- C. Mike Mann made the motion to renew the lease for 812 E. Murray St. at the price of \$6,000.00 per month. The motion was seconded by George Eckman and failed. More discussion is needed to see if steps need to be taken to move all staff and operations to the CTEC facility because of budget considerations.

### Executive Session

None

### Discussion Items

- A. 2017-2018 Budget Planning (enclosures): Dave went over the budget hand-outs.

The first document is a comparison of actuals from 2011-2012 to the conclusion of the 2016-2017 fiscal year. CCHEC took a 40% drop in income this current fiscal year. In 2011-2012 the tax income was 2.5 million and this year is was 1.3 million, a significant drop. Earned income has been pretty consistent through the years. Expenses in personnel have dropped from around 2 million in 2011-2012 to 1.6 million this fiscal year, in spite of the fact they we took on all the

trades' classes. Program costs and building and maintenance cost have also been consistent. This spreadsheet shows that we have been frugal with spending, while still providing quality education for our community.

The second document covers this year with general and vocational incomes and expenses. General expenses are doing okay, but the vocational expenses are not. Funding is short in the vocational column and will not carry us through the end of the year. Vocational and general funds have to be designated and tracked separately to comply with how our mill levy tax checks are divided and the auditors also check to make sure funding is being designated properly. There are some internal things we can do to help vocational expenses by moving personnel to general instead of vocational. For example, Dave's salary currently comes out of vocational funds; we could move that to general instead. Matt noticed that we are about \$850,000.00 short from document 1 regarding the actuals. Dave said he would address that shortly. In the past we have been able to use cash carry over, but we do not have that available any more.

The third document goes over the construction trades program. CCHEC has consistently lost money on this program. The instructor is retiring this year and we will be retiring this program for the time being. The neighborhood consisting of: 737 E. Kendrick, 817 E. Kendrick, 821 E. Kendrick and 1401 Delta has been built and paid for entirely by Carbon County Higher Ed including infrastructure. One reason we have lost money on this program is because of the money that has been paid to the school district. The district insisted that we pay them for the lots that were unused and off the tax roll. Also noted is a portion of each sale was given to the school district beyond the payment for the lots. Dave proposes that the district reimburse CCHEC for the cost of the lots. The reason for this is that the district was not otherwise using the lots, CCHEC has added value to the lots and put them back on the tax rolls for Carbon County. The homeowners will now be paying property taxes on these properties.

Gilbert mentioned that the sale of the lots was pure profit on the district side and that there wasn't any risk or exposure on the district side and one entity should not profit from the other. Dave also explained that when the lot that the CTEC sits on was sold to the district we only charged them \$10.

Matt asked why we weren't making a profit when the labor is free. Dave explained that the students are not able to do everything, for example, licensed contractors are still brought in to do electrical and plumbing, the kids learn a lot but they are not qualified to do the work. Mike thinks that the board will be resistant to reimbursing these funds since it goes back 5 years.

Dave recognizes that the board is in a difficult position; everyone is cutting costs. Matt has another option which is to have the school district buy the new house that is being constructed since there has been talk about having a house available for teachers. Matt thinks it would be less messy than going back 5 years. Mike recommends that Dave and Shelly meet with Margaret the business manager at the district. Mike would like to find some middle ground. Gilbert suggested that they put the \$172,000 in the budget for now.

The fourth document looks at student numbers served by CCHEC and explores getting a percentage of the ADM. Dave refers back to the point when Matt noticed the deficit of \$850,000 and proposes that CCHEC gets a cut of the ADM to fill that deficit. Dave would like the BOCHES board to bring this proposal to the District board. Mike and Gilbert would like to see these issues discussed at the next District workshop. Mike would like to make sure each side is taken care of because what we are doing, educating kids, is important.

Trent agrees that these issues should be addressed at a workshop and hopefully come to an agreement both entities are happy with.

Matt said to be prepared to show what other cuts are being made to make things work.

Mike would like to have the new superintendent in on the ADM conversation as well. He can foresee another workshop in June, July or August to get this resolved. Dave mentioned that a resolution to get through the end of this fiscal year must come before June. Mike would like Dave, Shelly, and Margaret to meet and discuss options. Dave said he already has a meeting with Margaret tomorrow and will introduce these issues to her.

**Directors Report**

Dave announced that we have 46 students competing at SkillsUSA in Casper. There are already some wins in the welding portion of the competition. It looks like we will have some Rawlins students competing at Nationals this summer.

**Staff Reports**

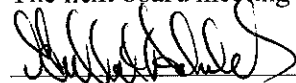
None

**Board Comments**

Mike thanked Dave for facilitating the superintendent candidate community forums.

**Next Board Meeting Date**

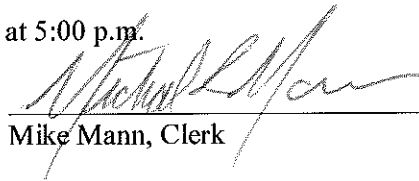
The next board meeting is scheduled for Tuesday, May 23, 2017 at 5:00 p.m.



Gilbert Archuleta, Chairperson



Karen Webster, Executive Assistant



Mike Mann, Clerk