

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 May 23, 2017 at 5:00 p.m. in Rawlins, Wyoming.

Roll Call

Board members present: Mike Mann with Trent Arnell and Matt Feldmann by phone.

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

Agenda:

Trent Arnell made the motion to accept the agenda. The motion was seconded by Mike Mann and passed.

Public Comments

None

Consent Agenda

Trent Arnell made the motion to approve the minutes for April 25, 2017 meeting, Treasurer's Report and Accounts Payable for May 2017. The motion was seconded by Mike Mann and passed.

Action Items

- A. Trent Arnell made the motion to accept the proposed CCHEC Holiday Calendar for fiscal year 2017-2018. The motion was seconded by Mike Mann and passed.
- B. Mike Mann made the motion to renew the lease with DSB (Donald S. Bateman, Broker) and the BOCHES board for a two (2) year term beginning July 1, 2017 for the building located at 812 E. Murray St. for the price of \$6,000.00 per month. The motion was not seconded and failed.

Executive Session

- A. Trent Arnell made a motion that the CCBOCHES moves into executive session at 5:06 P.M., for the purpose of considering personnel matters considered confidential by law, and legal matters. The motion was seconded by Mike Mann and passed.
- B. Trent Arnell made a motion that the CCBOCHES moves back into open session at 5:15 P.M. The motion was seconded by Mike Mann and passed.
- C. Trent Arnell made a motion to approve minutes from the executive session. The motion was seconded by Mike Mann and passed.

Discussion Items

- A. Preliminary Budget: Dave introduced the budget documents enclosed in the board packet. The comparative 3 year budget will give the most useful information on the changes that have occurred. The last 2 documents show the cash flow issues that will happen during the next year. One of the documents includes installment payments that could fix the cash flow issues that will arise this upcoming year. To achieve sustainability during the next year it was proposed at the CCSD#1 board workshop that the estimated taxes be added, then prorated and distributed by the district in monthly installments to CCHEC. Hopefully, this format, will help the school district manage cash flow and allow them to add this into their budget and allow for this monthly installment. Matt would like to know what Margaret's take on this situation. Dave said it made it easier for her month to month planning if she knows what to expect. The only concern Margaret had is at the end of the tax season to make sure everything comes out even at the end. Mike said it

feels more professional and gives more credibility than using bridge loan terminology from the meeting in May. Matt asked why the full time general salaries increased so much from the 2015-2016 year which was \$197,156 to \$318,060 this year when we are supposed to be decreasing the budget. Shelly said in order to balance the vocational side, administrative salaries were moved to the general budget. Shelly noted that the vocational salaries were decreased.

- B. Summer Hours: Dave informed the board starting June 12th, CCHEC will work Monday through Friday with Friday being a half day (4 hours) and Monday through Thursday, will be nine (9) hour days.

Directors Report

Dave announced that Judy Hamel will be retiring June 9th. During Judy's tenure she has helped 406 students obtain their High School Equivalency. SkillsUSA will have six (6) students competing at nationals in Kentucky this June. Dave estimated the trip to cost around \$12,000; money is currently being raised by fundraising and donations to help with the expense.

Staff Reports

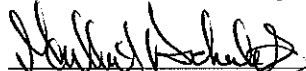
Christy let the board know that she is getting ready for Camp Peak and swimming lessons along with a sewing class. Sewing has gone over very well with a wide range of students ranging from 7 years old to 81 years young!

Board Comments

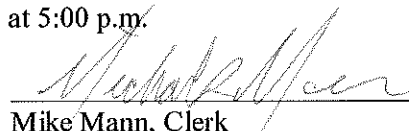
Mike thanked Dave for facilitating the superintendent candidate community forums.

Next Board Meeting Date

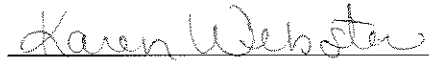
The next board meeting is scheduled for Tuesday, June 27, 2017 at 5:00 p.m.



Gilbert Archuleta, Chairperson



Mike Mann, Clerk



Karen Webster, Executive Assistant