

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President McNett called the Regular Meeting of the Feather River Community College District (FRCCD) Board of Trustees to order at 2:30 p.m. on Thursday, June 15, 2023, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via a Zoom virtual platform.

Trustees present: McNett, Johnston (via Zoom), Marshall, Sheehan, Ware,
Trustees absent: Student Trustee Vernon

Trustee Johnston joined the meeting at 2:34 p.m.

2. Public Comment on Closed Session Item:

There was no public comment on the Closed Session item.

3. Adjourn to Closed Session:

The meeting adjourned to Closed Session at 2:35

4. Reconvene to Open Session:

The meeting reconvened to Open Session at 3:04 p.m.

5. Closed Session Announcement:

President McNett announced that the board of trustees met in Closed Session and took no action.

6. Roll Call for Open Session:

Trustees present: McNett, Johnston (via Zoom), Marshall, Sheehan, Ware,
Trustees absent: Student Trustee Vernon

7. Agenda:

The agenda for the June 15, 2023, meeting of the FRCCD Board of Trustees held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom was approved as presented, (Sheehan/Ware) unanimous.

8. Minutes:

The minutes from the May 18, 2023, Regular Meeting of the FRCCD Board of Trustees held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as presented, (Ware/Marshall) unanimous.

9. Items From the Public:

None

10. CONSENT AGENDA:

* **A. Motion Items**

After brief discussion and there being no objection, 1) Ratification of Personnel Requisitions, 2) Personnel Actions, 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentations/Reductions, 6) Approval of Horse Pasture Lease Agreement between Feather River Community College District (Lessee) and Victoria A. Shea, Trustee of the QTIP Trust (Lessor), for Lessor to lease horse pasture grazing rights adjacent to Quincy Junction Road between Clear Creek and Greenhorn Creek for \$30.00 per month per horse not to exceed \$6,000 per year effective May 2023 through November 2023, 7) Approval of Instructional Service Agreement (ISA) between the Feather River Community College District (DISTRICT) and Lake Almanor Fitness Center (AGENCY) for AGENCY to provide instructional and other services for health education programs as described in the agreement effective July 1, 2023, through June 30, 2024. 8) Approval of Instructional Services Agreement (ISA) between the Feather River Community College District (DISTRICT) and Sierra Institute (AGENCY) for AGENCY to provide instructional and other services for health education programs as described in the agreement effective July 1, 2023, to June 30, 2024, 9) Approval of Instructional Service Agreement (ISA) between Feather River Community College District (DISTRICT) and Sierra Buttes Trail Stewardship (AGENCY) for AGENCY to provide instructional and other services for ORL education programs as described in agreement effective July 1, 2023, through June 30, 2024, 10) Approval of Instructional Service Agreement (ISA) between the Feather River Community College District (DISTRICT) and Sierra Rescue (AGENCY) for AGENCY to provide instructional and other services for outdoor safety and recreation programs as described in agreement effective July 1, 2023, through June 30, 2024, 11) Approval of Memorandum of Understanding (MOU) for between \$12,000 to \$15,000 per semester, between County Service Area #12 (CSA#12) aka Plumas Transit Systems and Feather River College for CSA#12 operated by third party Plumas Rural Services to provide transit services within Plumas County to Feather River College students with valid student identification card effective July 1, 2023, through June 30, 2024, and 12) Approval of Institution Agreement XAP Corporation (Vendor) and Feather River College (Institution) for Institution participation in an electronic transcript exchange system (the eTranscript California System) designed, developed, operated, and maintained by Vendor for Butte Community College District (CLIENT) acting for for the California Community College System (CCC) were approved as presented, (Sheehan/Marshall) (Johnston Abstaining)

11. REGULAR AGENDA

*** A. Motion Items**

1) Kevin Trutna, Superintendent/President, requested Approval of Feather River College 2023-2024 Tentative Budget. Morgan Turner, Director Fiscal Services (I), provided the board of trustees with a review of the steps taken in the development of the 2023-2024 Tentative Budget, including using the 22-23 Final Budget as a starting point, and then increasing the college's Total Compensation Revenue (TCR) by the 8.22% Cost of Living Adjustment (COLA) from the governor's May revise. She explained that this increase pushes the District's personnel budget up by 1 million dollars. She also explained that the District would continue its 403b match contribution, and add a 5% increase to operational budgets. Trustee Ware asked Ms. Turner for her opinion on the status of the Banner implementation, and Ms. Turner responded that there is going to be a cost for Ellucian to host the server for FRC's Banner system at its site, and with this change, the annual Ellucian service contract jumped from \$175,000 to \$450,000. Morgan Turner went on to explain that

the Tentative Budget includes a 2.5 million dollar transfer to the Capital Outlay account for the construction match, and it is important to note that this is a balanced budget, with no Beginning Fund Balance (BFB) usage. She reviewed the proposed Tentative Budget booklet, explained her approach to revenues and expenditures, and then summarized the funds involved in what amounts to a \$56,916,692 budget. After further discussion and explanation, the request for Approval of Feather River College 2023-2024 Tentative Budget was approved as presented, (Marshall/Ware) unanimous.

- 2) Kevin Trutna requested Approval to Submit 2026-2027 Initial Project Proposal (IPP) for Health and Exercise Science Modernization, 2025-2026 Final Project Proposal for Replacement of Temporary Buildings, and 2025-2029 Five Year Capital Outlay Plan to the Office of the Chancellor, California Community Colleges. Dr. Trutna clarified the reason for the submissions, and explained that the 2025-2029 Five Year Capital Outlay Plan requires board approval and the other two submissions keep FRC's place in the queue for state funding. After further discussion and there being no objection, the request for Approval to Submit 2025-2027 Initial Project Proposal (IPP) for Health and Exercise Science Modernization, 2025-2026 Final Project Proposal Plan for Replacement of Temporary Buildings, and 2025-2029 Five Year Capital Outlay Plan to the Office of the Chancellor, California Community Colleges was approved as presented, (Sheehan/Marshall) unanimous.
- 3) Kevin Trutna requested Approval of Addendum to Employment Agreements between Feather River Community College District (FRCCD) and Kevin Trutna, Superintendent/President. Dr. Trutna stated that the District has extended an offer of employment to the Superintendent/President of Feather River College, with a new start date of July 1, 2023, and expiration date of June 30, 2027. He also stated that the addendum contains no change to the salary schedule of \$243,352 as adopted at the July 2022 Regular Meeting of the board, and all other provisions of the contract remain unchanged. There being no objection or further discussion, the request for Approval of Addendum to Employment Agreements between FRCCD and Kevin Trutna, Superintendent/President, was approved as presented, (Ware/Marshall) unanimous.

B. Roll Call Items

None

C. Special Items/Reports

- 1) Morgan Turner presented the District's Monthly Financial Status Report as of May 31, 2023. She reviewed the Executive Summary of the Monthly Budget Report, which reflected a breakdown of the augmentation amounts previously board approved including increasing budgeted revenue by \$4.0 million, decreasing the \$1.9 million in budgeted Beginning Fund Balance (BFB) usage by \$1.3 million to reflect projected actual fund balance usage of \$688,000. She added that she then transferred \$2.7 million out to the Capital Outlay fund to add to the match for the new instructional building. Ms. Turner reviewed the Unrestricted General Fund Summary reporting that the District has received 74% of budgeted revenue, which is low because Business Services had not yet recorded May apportionment and property taxes have just started coming in.

- 2) The board of trustees reviewed the Resident Enrollment Summary from Derek Lerch, Vice-President Instruction/CIO, and Kevin Trutna provided an explanation on how, under certain circumstances, the Office of Instruction is able to bank Full Time Equivalent Students (FTES) and move the FTES either forward or backward in semesters depending on the projected need.

D. Communications, Presentations, and Reports

- 1) **Board of Trustees**

Trustee Ware reported that Seneca Hospital plans to break ground on the new hospital in July. Trustee Sheehan reported that he recently attended services for Bob Edwards who for many years chaired the Business Management Committee for the Foundation. He added that Mr. Edwards's commitment to community service led him to volunteer to assist on numerous projects in the community. Trustee Johnston informed the group of events Plumas Rural Services is hosting including a Kids Camp every third Friday of the month in Greenville, and a community supper hosted at the Taylorsville Grange Hall on July 17, 2023.

- 2) **Associated Students**

No Report

- 3) **Academic Senate**

No Report

- 4) **Classified Senate**

Sean Whaley, Classified Senate President, reported that in his role he is responsible for filling the hiring committee for any classified position flown, and with recommendations from the hiring authority and the solicitation of current members, the process moves forward. He added that there are six to eight search committees taking place currently and he feels like things are going well.

- 5) **Instruction**

No Report

- 6) **Student Services**

Carlie McCarthy, Vice-President Student Services, reported that Student Services continues to hire and she recently filled three open positions with three more to go. She shared information on the classes she is taking to receive her doctoral degree including an assignment from her Program Evaluation class that will fit in nicely with the work she will be doing in the Strategic Planning Committee this fall.

- 7) **Superintendent/President**

Kevin Trutna reviewed articles from his written report including statistics from the 2023 graduating class, Katie Desmond's visit to Chowchilla Women's Prison for its graduation, spring sports and student transfer information, lighting strikes on the FRC campus, new siding on the science building, and Joan Jarrett formally accepting her Classified Employee of the Year award.

There being no further business, the meeting adjourned at 4:28 p.m.

KT/ch