

## MINUTES

### BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

#### **1. Call to Order:**

President McNett called the Organizational Meeting of the Feather River Community College District (FRCCD) Board of Trustees to order at 3:05 p.m. on Thursday, December 8, 2022, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via a Zoom virtual platform.

*Trustees present:* McNett, Johnston, Marshall, Sheehan, Ware, Student Trustee de Bois

*Trustees absent:*

#### **2. Administration of the Oath of Allegiance: Guy McNett, Area II, Abigail Marshall, Area V, and Paula Johnston, Area I**

Kevin Trutna, Superintendent/President, administered the Oath of Allegiance to Trustee Guy McNett, Trustee Abigail Marshall, Area V and Trustee Paula Johnston, Area I.

#### **3. Welcome to Foundation Board Members and Guests:**

President McNett welcomed members of the Feather River College Foundation to the joint meeting.

#### **4. Agenda:**

Kevin Trutna, Superintendent/President, requested rearrangement of the agenda to allow Jennifer Richards and Damian Clark, from Crowe, to present agenda item #10C2, Presentation of the draft Independent Audit Report for the Year ended June 30, 2022, after the approval of the Consent Agenda and there was consensus. There being no objection or further discussion, the Regular and Consent agendas for the December 8, 2022, Organizational Meeting were approved as amended, (Elliott/Sheehan) unanimous.

#### **7. Minutes:**

The minutes from the November 17, 2022, meeting of the FRCCD Board of Trustees at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, CA were approved as presented, (Sheehan/de Bois) unanimous.

#### **8. Items from the Public:**

There were no items from the public.

#### **9. CONSENT AGENDA:**

##### **• Motion items**

After brief discussion and there being no objection, 1) Ratification of Personnel Requisitions, 2) Ratification of Personnel Actions, 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentations/Reductions, 6) Approval of Memorandum of Understanding (MOU) for \$10,500 between Feather River Community College District (DISTRICT) (Educational Talent Search Program) (ETS) and Plumas Unified School District (AGENCY) for DISTRICT to provide a coordinator (Jan Rennie)

to work with AGENCY to subsidize ETS related travel services for the 6<sup>th</sup> and 8<sup>th</sup> grade Watershed Course – Plumas to the Pacific, 7) Approval of Memorandum of Understanding (MOU) for \$3,000 between Feather River Community College District (DISTRICT) (Educational Talent Search Program) (ETS) and Plumas Unified School District (AGENCY) for DISTRICT to provide a coordinator (Jan Rennie) to work with agency to subsidize ETS student tutorial services with distributions specific in agreement, and 8) Approval of Memorandum of Understanding (MOU) between Feather River College (FRC) and Plumas Charter School (DISTRICT) to enter into a related Course Agreement (CA) for individual subject courses in a dual-enrollment partnership effective the date authorized representatives of both parties sign said MOU and will continue in effect until duly modified or terminated by the parties were approved as presented, (Sheehan/de Bois) unanimous

## **10. REGULAR AGENDA**

### **C. Special Items/Reports**

1) Jennifer Richards, Partner, Crowe, and Damian Clark, Auditor, Crowe, provided the board of trustees with the FRCCD and FRC Foundation audit report for the year ended June 30, 2022. As part of the presentation, Ms. Richards provided introductory remarks and briefly explained unmodified opinions, and auditor and management responsibilities. Damian Clark reported that in the opinion of Crowe, the financial statements of the District presented fairly, in all material respects, the financial position of the District as of June 30, 2022. Mr. Clark also reported that Crowe personnel conducted the audit in accordance with auditing standards generally accepted in the United States of America and there were no findings noted in the financial statements or with federal and state compliance for the District or the Foundation. Jennifer Richards addressed a new accounting standard for the District referenced as Governmental Accounting Standards Board (GASB) Standard No. 87, Leases, explaining that based on the implementation the District recognized lease assets of \$210,000 and lease liabilities of \$210,000, and there was no impact to the District's net position. Ms. Richards reviewed new accounting standards for the Foundation, and required communications for the District and the Foundation that included corrected and uncorrected audit adjustments and revenue reconciliations. She noted that there were no difficulties encountered with management, no disagreements with management, and no consultation with other accountants. After a question and answer period, the board of trustees thanked Ms. Richards and Mr. Clark for the presentation and President McNett moved the agenda.

## **10. REGULAR AGENDA**

### **\* A. Motion Items**

- 1) Kevin Trutna requested Approval of Curriculum Items, and Derek Lerch, Vice-President Instruction/CIO, provided additional information on the Fire and Fuels Technician Certificate of Achievement stating that he considers this the first step forward in the forestry fuels area. He added that the Environmental Studies group who created the certificate meets with an advisory committee, as do all of FRC's vocational degrees.
- 2) President McNett addressed the election of Feather River College Board Officers and opened the floor to nominations. Trustee Sheehan nominated Guy McNett to

be board president and Trustee Ware nominated John Sheehan to be Vice-President of the board. Both nominations were accepted. President McNett also reappointed Kevin Trutna as the secretary to the board of trustees and Dr. Trutna accepted the appointment with all positions to take effect July 1, 2023.

- 3) Approval of Operations Agreement, Facility Lease Agreement Attachment A, and Utilization of Excess Funds after Fulfillment of Housing Bond Attachment B, between Feather River College Foundation, Inc., and Feather River Community College District for the operation of the Hillside Apartments, 300 Golden Eagle Avenue, Quincy, California. Kevin Trutna explained the details of the Capital Reserve Account and reported that under the new agreement the reserve account would begin with \$140,000 instead of \$366,000 in order to negate having to invoice the Foundation for the asphalt paving at the Hillside Apartments. He noted that the revision leaves the most funding possible in the reserve account. After further discussion and there being no objection, the request for Approval of Operations Agreement, Facility Lease Agreement Attachment A, and Utilization of Excess Funds after Fulfillment of Housing Bond Attachment A and Utilization was approved as presented, (de Bois/Ware) unanimous.

#### **\*B. Roll Call Items**

None

#### **C. Special Items/Reports**

- 1) Morgan Turner, Vice-President Business Services/CFO presented the District's Monthly Financial Status Report as of November 30, 2022. She reviewed the Unrestricted General Fund Summary and reported that revenues stand at 32% of approved budget and the District is roughly 42% through the fiscal year. Ms. Turner noted that the November apportionment is still pending, and she would update the report next month with the District's beginning fund balance. She explained the swings in monthly cash flows for the Unrestricted General Fund where the low point was approximately \$9 million after starting at \$12 million in July 2022.
- 3) Derek Lerch presented an overview and summary of new programs that he felt the board of trustees might be interested in. He explained that he formatted the summary, at least the instructional areas, by FRC's principal divisions, local arts and sciences, vocational and technical education and the Incarcerated Student Program. Dr. Lerch added that there is activity in all areas that FRC continues to be excited about because it allows the College to improve upon fulfilling its mission and add services to students and the surrounding communities. Trustee Sheehan asked for information on the Basic Needs Program and Carlie McCarthy explained that the program through an infusion of state funds has a goal to ensure that students are having their basic needs met so they can focus on their academic success. She added that Tara Hamler, Basic Needs Coordinator, spends time connecting students with resources in the community and gives assistance on transportation services, childcare and mental health services through a comprehensive special services program. She clarified for Trustee Sheehan that the program is not a supplemental income program for students. Ms. McCarthy provided an overview of additional programs in the Student Services area including the Plumas Pipeline, Finish Line Scholars Program, and Next Step and she answered questions on specific programs from trustees that had them.

## **D. Communications, Presentations, and Reports**

### **1) Board of Trustees**

Student Trustee de Bois reported that the semester is at its busiest point for students right now with finals coming up in a few days.

President McNett congratulated the football team on its championship and the volleyball team for winning the championship at the state tournament. He stated that these achievements make him proud of FRC. He also reported that on Monday December 5, 2022, 246 students stood and delivered on their presentations for the Symposium and he thanked Will Lombardi, English Professor, and the staff and administration of the college for organizing the event. President McNett entertained discussion about moving board meetings to 1 p.m. through January, February, and March and there was consensus.

### **2) Associated Students**

Student Trustee de Bois, on behalf of ASFRC, reported that ASFRC has not met since the last board meeting and she continues to work on the proposal to introduce Snapchat.

### **3) Academic Senate**

Chris Connell, Academic Senate President, reported that the Academic Senate meets Friday, December 9, 2022, and it will be reviewing job descriptions for replacement faculty positions.

### **Classified Senate**

No Report

### **4) Instruction**

Derek Lerch explained that the annual Symposium has experienced real growth since its inception and Will Lombardi is planning to gather all of the moderators next week to debrief the event and try to figure out how to adjust and improve the process. He also reported that he is working with Jeff Bryan on the spring theatre production of *Guys and Dolls* and he thanked Monica Potter, EOPS Counselor, for organizing the First Gen Panel two weeks ago where students and staff shared their experiences, pride, and vulnerability about being a First Generation College Student.

### **5) Student Services**

Carlie McCarthy reported that Student Services is busy assisting students in registering for the spring semester and making plans for returning students once they arrive in January. She added that the first group, women's basketball, will return to campus December 27, 2022, and then the next group would be returning January 3, 2023 with COVID-19 testing to begin at that time too

### **6) Superintendent/President**

Kevin Trutna provided an overview of his written report that included recognizing the FRC Men's Soccer team who won the Golden Valley Conference (GVC) championship and a first round playoff game. He highlighted player Tajio James who recently received a nomination for a Second Team All American award besides being the Golden Valley Conference Most Valuable Player. Dr. Trutna let the board of trustees know that Nick Boyd, Director of Facilities, is retiring on

Friday, December 9, 2022 and there will be a reception in the Eagle's Perch at 10 a.m. for those that want to acknowledge his contributions to the college. He also reported that the housing grant that he has been working on will be on the January board agenda and the college will be competitive with the assistance from the architects. Trustee Sheehan pointed out that the college will need to find sources of additional funding because state funding usually does not cover all of the expenses. Dr. Trutna covered additional items for the January board meeting including a discussion on the emergency conditions that puts FRC in a hold harmless situation with apportionment, an update on the Banner system, board ethics, comprehensive program review, and the Student Learning Outcomes Assessment Cycle (SLOAC) report.

There being no further business, the meeting adjourned at 4:15 p.m. to the FRC Foundation meeting, reconvened at 4:40 p.m. and then meeting adjourned at 4:40 p.m.

KT/ch