The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center on the main campus in Poplar Bluff, Missouri, on Wednesday, November 19, 2014 at 12:00 p.m.

Those present included: Trustees: Randy Grassham, chairman; Ben Ressel; vice chairman; Chris Williams, treasurer; Eric Schalk, member; Darren Garrison, member; and college administrators: Dr. Wesley Payne, President; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary. Phil Davis, secretary was absent.

Invocation was delivered by Chairman Darren Garrison.

Trustee Williams, with a second by Trustee Schalk, made the motion to move the Consideration and adoption of the Annual Audit above the Approval of the Minutes. The amended agenda was approved.

Steven Austin with Kraft, Miles and Tatum presented the FY2014 audit findings. Mr. Austin reviewed the financial statements with the board and presented the following:

- The college received an unmodified opinion
- The audit found no material weaknesses
- The audit did not disclose any non-compliance
- The audit found no material weakness in internal controls
- The college was determined to be a low-risk auditee

Dr. Payne thanked Mr. Austin, Mr. Jay Decker, Charlotte Eubank and her team for their work.

On a motion by Trustee Garrison and a second by Trustee Schalk the audit report was approved.

The minutes of the meeting on October 22, 2014 were unanimously approved on a motion by Trustee Schalk and second by Trustee Williams.

Charlotte Eubank reported the college’s budget to actual status as of September 30, 2014 and the preliminary financial statement for October 2014.

As of the end of October we are 33% into the year and have recognized 47% of budgeted revenues and obligated 33% of the
Ms. Eubank reviewed the HLC ratios with the assumption that we will bond an additional $2 million and utilize $2 million from reserves for the funding of the Athletic Center. With these assumptions the following are the results:

- **Primary Reserve Ratio**: Expendable net position as compared to total expenses. The result was 0.25 with a target of 0.40
- **Net Operating Revenue Ratio**: Operating income (loss) plus net non-operating revenues as compared to operating revenues plus non-operating revenues. The result was 0.02 with a target of 0.00.
- **Return on Net Assets Ratio**: change in net position as compared to Total net position at the beginning of the year. The result was 0.03 with the target being an increasing position.
- **Viability Ratio**: Expendable net position as compared to plant related debt. The result was 0.32 with a target of above 1.0.
- **Composite financial Indicator Score (CFI)**: This combines all other ratios, weights them for a more holistic approach. This is HLC’s measure of institution’s overall financial health. The result was 1.37 with a target of above 1.00.

Ms. Eubank explained that the ratios presented are normal during expansion phases at colleges. Trustee Garrison requested that Ms. Eubank present additional scenarios at the December meeting with increased revenues due to the opening of the new Sikeston facility and a reduction of use of reserve funds.

The financial report and recommended changes were approved on a motion by Trustee Schalk and second by Trustee Williams.

Dr. Payne presented the President’s Report as an update to the board on recent events.

**PRESIDENT’S REPORT**

**CONSTRUCTION UPDATE**

The certificate of occupancy has been issued for the Sikeston project. Furniture is being moved into the classrooms and offices. The roof is going on the building at the Poplar Bluff campus. Dr. Payne has met with the Master Gardner’s to discuss opportunities to partner with the college on designing and planting the median for the new road. Donations are continuing for the Athletic Complex.

Dr. Payne informed the board that the new mission statement would be presented at the meeting for approval. Vision 2020 is in draft form with an anticipated presentation at the December
board meeting. The process has included a broad base of employees, students and community members.

The college was well represented at the recent Malden Halloween parade. Faculty, staff and students from the ACAD class provided entertainment and candy for the attendees.

Dr. Payne presented the award recipients from the recent MCCA convention:

- Technology Innovation Award: Steve Atwood and the IT staff were introduced. The award was for the design and implementation of the VoIP system the team designed using open source technology. Contracting with a third party would have been at a cost of approximately $500,000 and the design used by the team was at a cost of $50,000.
- Senior Service Award: Joyce Rehkop, Instructor, Agriculture & Forestry. Ms. Rehkop has been an instructor at Three Rivers for 22 years and creates a learning environment to maximize student potential.
- Legislative awards: Senator Doug Libla and Representative Kathy Swan were recognized for their service and support to Three Rivers College and the service area.
- Outstanding Student: Ms. Arisa Coffer was recognized as the outstanding student of the year.

The athletic department recently honored Wilbur Thornton for his dedicated service to the college and athletic teams. Wilbur was the voice of the Raiders for over 20 years. He has been a constant and ardent supporter.

The Student Veteran’s group held a ceremony on campus to honor the veteran students on November 11.

Ben Pulliam organized a meet and greet for Dr. Payne in Ripley county. It was held on November 11 in Doniphan. The four trustees (present and past) from Ripley County were in attendance for the event.

Dr. Payne reviewed the potential bond money of $2,000,000 that will be available to the college to address deferred maintenance issues.

Center Stage will present The Good Doctor by Neil Simon November 20, 21, 22 and 23. All were encouraged to attend.
Dr. Payne introduced the following staff members:

- Sandra Batten, Executive Assistant to Dean of Academic Instruction. Sandra has been with the college 6 years and enjoys the family feeling and team environment that exists at the college.
- Brad Piercy, Spirit Coordinator/Athletic Promotions: Brad has been with the college 3 years and enjoys the opportunity to work with students on health and wellness.
- Michael Willcut, Technology & Computer Services Specialist: Michael has been with the college for 6 years and enjoys the teamwork that exists to accomplish goals.

Trustee Williams made the motion with a second from Trustee Schalk to move into executive session. The board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, absent; Trustee Ressel, yes; Trustee Grassham, yes.

Dr. Payne introduced the representatives from the Strategic Planning Steering Committee to present the new mission statement to the board.

Dr. Maribeth Payne introduced each of the representatives and asked that they share their reasons for supporting the new mission statement.

- Jonathan Atwood: He stated that he was honored to be a part of the committee. The most important part of the statement to him is “the communities we serve”. This reflects the different needs and clearly states that we are serving those needs.
- Bridgett Barnhill: She explained that it is very easy to get “bogged” down in the day to day activities and to her the statement brings the “Student First” back into focus.
- Chris Adams: He feels that the statement provides structure and direction for the future. The economic purpose is the catalyst for the communities we serve.
- Kristina McDaniel: It is very important to recognize the communities we serve.

Dr. Maribeth Payne explained that the current mission statement was crafted about 10 years ago and that the steering committee felt strongly that as the state of the institution was reviewed it was
time to update the statement. The new statement more closely reflects the current culture of the institution.

Dr. Payne further explained that the statement was sent to every employee of the institution. 112 responses were received with a 93.8% approval rate.

Trustee Ressel congratulated the team on a good job.

Trustee Schalk moved all personnel actions and associated documents be approved. On a second by Trustee Williams the motion carried.

There being no further business, the board unanimously approved to adjourn the meeting at 1:52 p.m. on a motion by Trustee Schalk and a second by Trustee Garrison.

CONSIDERATION AND APPROVAL OF PERSONNEL ACTION

ADJOURNMENT

Randy Grassham, Chairman

12/10/14

Approval Date

Phil Davis, Secretary

12/10/14

Approval Date