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, July 16, 2014 at 12:03 p.m.

Those present included: Trustees: Randy Grassham, chairman; Ben Ressel, vice-chairman; Phil Davis, secretary; Chris Williams, treasurer; Eric Schalk, member; Darren Garrison, member; and college administrators: Dr. Wesley Payne, interim president; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

Trustee Garrison delivered the invocation.

The agenda was unanimously approved on a motion by Trustee Ressel and a second by Trustee Davis.

The minutes of the meeting on June 25, 2014 were unanimously approved on a motion by Trustee Garrison and second by Trustee Schalk.

Charlotte Eubank reported the college’s budget to actual status as of June 30, 2014. At the end of the fiscal year the college recognized 89% of the total budgeted revenues.

Most of our grants are on a fiscal year that ends in August, September or October. The budgeted amounts are based on this time frame. Therefore, the budgeted amounts are expected to be received by the end of the actual grant award year but not necessarily by the end of the college fiscal year. Ms. Eubank pointed out that the better comparison for the status of the grant revenue is a comparison between the amount of revenue received, 47%, and the grant expense of 55%. These categories should match with the exception of the 25% match from the college on those grants requiring a match.

Expenses are currently at 88% of the budgeted expenses. June payroll and June credit card purchases were not available at the time of the printing of the June financials. The June financial reports will be presented again at the August Board meeting that will include these expenses as well as a significant portion of the audit entries.

Ms. Eubank updated the board on the capital budget items and the status of each of the projects.
Ms. Eubank reviewed the requested proposed FY14 Budget Adjustments.

The financial report and proposed FY14 budget adjustments were unanimously approved as presented on a motion by Trustee Garrison and second by Trustee Schalk.

Dr. Payne discussed the success of the 2nd Annual Golf Tournament. Trustee Ressel complimented Emily Parks on a great job. Very professional and organized.

Ben Traxel report on the current projects:
- **Main Entrance:** On schedule with the allowance for weather days. Three Rivers Blvd will be open prior to fall semester classes beginning. The road is scheduled to open sometime in early fall.
- **Eastern Campus:** Construction is moving quickly with an expected completion date in early October.
- **PB Classroom Building:** The crane should be in place by the 18th with the precast wall installation beginning July 21. Trustee Garrison questioned whether or not it would be less expensive to build the walls on site. Mr. Traxel explained that due to the stress requirements it would actually be more expensive.

Dr. Payne reported that the South Central Education Consortium will host the ribbon cutting and open house at the Willow Springs center. Dr. Payne explained that this should spur registration numbers for the fall semester.

Dr. Totty discussed the upcoming collegiate rodeo hosted by the college and the Black River Coliseum. The rodeo will take place on October 2 – 4 and will be held at the Black river Coliseum. It has been approved by NIRA and will be one of the collegiate rodeos for team points conducted throughout the year.

Dr. Payne provided the following grant updates:

- **DOL:** The college is included in the MCCA state consortium. Should we receive the grant award it would provide the college with approximately $600K.
- **FITW:** The First in the World grant is through the Department of Education. It provides for intrusive advising for at risk students.
- **DRA:** This grant is currently being written for Nursing and Allied Health to provide equipment for the Kennett and Sikeston centers.
- **DLT:** This is a telecommunications grant that would allow...
us to upgrade our aging ITV equipment.

Dr. Payne explained that each month selected employees would be highlighted to the board in order for the Trustees to become familiar with the faculty and staff and to review their contributions to the team. The individuals introduced this month are:

Jason Alford: Mr. Alford has been with the college for 2 and ½ years as the Coordinator of Student Financial Services. He has provided direction and innovation in his role and is an important part of the financial services division.

Debbie Young: Ms. Young as been with the college for 7 years as the Library Administrative Services Coordinator. She is a trusted member of the team and continually contributes to the improvement of the library.

Trustee Garrison 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, yes; Trustee Ressel, yes; Trustee Grassham, yes.

Upon return to regular session Trustee Ressel made a motion to add Item 8, Approval of Architectural Service Contract and Item 9, Acquisition of Kennett Property to the agenda. With a second by Trustee Schalk the motion was unanimously approved.

Trustee Williams moved that the board confirm and approve the Employment Contract between Dr. Wesley Payne and Three Rivers College which was entered into on June 26, 2014 by Dr. Payne and Chairman Randy Grassham on behalf of the Board of Trustees of the college. With a second by Trustee Davis the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

Trustee Garrison made the motion to appoint Trustee Ben Ressel and Trustee Eric Schalk to the FY14 audit committee. With a second by Trustee Williams the motion was unanimously approved.

Trustee Garrison made the motion that the Board approve the conveyance of an easement in favor of the Missouri Department of Transportation for the attached legal description for the purpose
of drainage ditch maintenance and management. He further moved that Dr. Wesley Payne be authorized and directed to execute a proper document conveying the Easement. On a second by Trustee Schalk the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

Trustee Davis moved that the College accept the lowest and best bids for the purchase of furniture and furnishings for the Three Rivers Eastern Campus in the total amount of $223,534.99 as per the recommendation of the Administration, and as submitted by Virco, Sheffers and Staples. He further moved that Dr. Wesley Payne be authorized and directed to execute all documents necessary to effect the purchase of these furnishings. On a second by Trustee Ressel the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

Ms. Eubank presented the FY15 budget adjustments which resulted from the withheld funds from the State Budget. Trustee Garrison made a motion to approve the amendments. On a second by Trustee Schalk the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

Dr. Payne explained that a separate Board of Trustees meeting must be held each year in August to discuss setting the rate of taxation for the fiscal year. Trustee Ressel made the motion to approve the meeting date of August 27, 2015 at 11:45am. On a second by Trustee Schalk the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

The members and slate of officers for the Three Rivers Building Corporation were presented for approval. Trustee Schalk made the motion to approve with a second by Trustee Ressel. The motion was unanimously approved.

Trustee Schalk moved that the Board of Trustees accept and approve the proposed Contract for Architectural Services relating to the Event Center on the Poplar Bluff Campus of Three Rivers Community College. He further moved that Dr. Wesley Payne be authorized and directed to execute the Contract on behalf of the college. With a second by Trustee Ressel the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, no; Trustee Ressel, yes; Trustee Grassham, yes.
Trustee Ressel moved for the adoption of the following resolution: It is resolved this 16th day of July 2014, that three Rivers Community College purchase the real estate and improvements in Dunklin County Missouri and known as the “Three Rivers Kennett Center” for the sum of $750,000.00. It is further resolved that Dr. Wesley Payne, Interim President, be authorized and directed to execute all necessary and appropriate documents, and to pay all purchase and closing costs to effect said purchase. With a second by Trustee Williams the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, no; Trustee Ressel, yes; Trustee Grassham, yes.

Trustee Garrison made the motion to accept all personnel action as presented. On a second by Trustee Schalk the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

There being no further business, the board unanimously approved to adjourn the meeting at 3:37 p.m. on a motion by Trustee Schalk and a second by Trustee Ressel.

CONSIDERATION AND APPROVAL OF THE ACQUISITION OF THE KENNETT PROPERTY

CONSIDERATION OF PERSONNEL ACTION

ADJOURNMENT

RANDY GRASSHAM, CHAIRMAN

PHIL DAVIS, SECRETARY

8/27/14

8/27/14

APPROVAL DATE

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