A G E N D A REGULAR SESSION Wednesday, February 21, 2024 12:00 p.m.

- I. Invocation and Pledge of Allegiance
- II. Approval of Agenda
 - 1. Consideration and Approval of Agenda
 - 2. Consideration and Approval of Minutes of the January Board Meeting
- III. Consideration of College Financial Report
 - 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - a) Monthly Financial Statements
 - **b)** Budget to Actual Financial Statements
 - 2. Cash in Bank
 - **3.** Certificates of Deposits
 - 4. Checks Issued
 - **5.** Bid Report
 - 6. Budget Amendments
- IV. President's Report
- V. Executive Session (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 Real Estate Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; section 610.021.3 Personnel Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)
- VI. Items for Consideration, Discussion, and Vote
 - 1. Consideration, Discussion, and Vote on reaffirm of BP 0343 Conflict of Interest

^{*}Representatives of the news media may obtain copies of this Agenda by contacting Melody Ducote, Executive Assistant to the President, 573-840-9698

VII. Consideration and Approval of all Personnel Actions and Associated Documents

- 1. Acceptance of Employment
 - 1. Amanda Robinson-Administrative Assistant, Financial Aid
 - 2. Dr. Michael Baggs-Instructor, Political Science
 - 3. Lousie "Chris" Sipes-Part-Time Science Lab Manager
- 2. Resignation
 - 1. Christy Robertson-Part-time Facilitator, University Center
 - 2. Jeana Sanders-Financial Aid Advisor, Financial Aid
 - 3. Beth Moss-Part-time facilitator Sikeston, Missouri

VIII. Appendix

- 1. Upcoming Events
- 2. Recent Newspaper Articles

IX. FY24 Board of Trustees Meeting Dates

- Wednesday March 20, 2024
- Wednesday, April 17, 2024
- Wednesday, May 15, 2024
- Wednesday, June 19, 2024

X. Adjournment

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BOARD OF TRUSTEES THREE RIVERS COLLEGE January 17, 2024

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, January 17, 2024.

CALL TO ORDER

Those present included: Trustees: Eric Schalk, chair; Darren Garrison, vice-chair; Dr. Tim Hager, secretary; Dr. Amber Richardson, treasurer, (Absent); Gary Featherston, member; Chris Williams member; college administrators: Dr. Wesley Payne, President; Mark Richardson, College Attorney; and Melody Dolle-Ducote, recording secretary.

ATTENDANCE

Trustee Garrison delivered the invocation.

INVOCATION

Trustee Garrison made a motion to approve the agenda. On a second by Trustee Hager, the motion passed unanimously.

APPROVAL OF BOARD MEETING AGENDA

Trustee Hager made the motion to approve the January Board Meeting Minutes. With a second by Trustee Featherston, the motion passed unanimously.

APPROVAL OF THE NOVEMBER BOARD MEETING MINUTES

Charlotte Eubank, Chief Financial Officer, reviewed the Budget to Actuals as of the end of December 2023. Mrs. Eubank noted that we have recognized 62% of budgeted revenues. We have obligated 44% of our budgeted expenses at 50% of the fiscal year.

PRESENTATION OF THE FINANCIAL REPORT

Trustee Garrison made the motion to accept the financial report as presented. With a second by Trustee Hager, the motion passed unanimously.

APPROVAL OF
FINANCIAL REPORT AND
BUDGET AMENDMENTS

Dr. Payne presented:

PRESIDENT'S REPORT

Rose Anne Standard Art Exhibit was a success. It was held on November 13 to December 15, 2023, with a kick off reception on December 4, 2023. This is one of seven exhibits this year.

ROSE ANNE STANARD ART EXHIBIT

In partnership with the community partners, we hosted a workshop for survivors of suicide loss.

SURVIVOR OF SUICIDE LOSS EVENT

Music Department held its Fall Concert on November 21, 2023. It was well attended.

MUSIC DEPARTMENT FALL

CONCERT

On December 15, 2023 we pinned our latest nursing graduates. They are all out and employed.

NURSING PINNING CEREMONY

Each year the employees adopt families for Christmas. This year the focus was on our own students and families with students attending Three Rivers. We adopted the Rocky's Angels Initiative. We were able to positively impact several families. We had excellent staff participation as well as some community businesses participate as well.

ROCKY'S ANGELS

Spring Convocation was held on January 8th. We also started our registration.

SPRING CONVOCATION

January 9th, we held Healthy Blue Zones, in partnership with Missouri Highlands Health Care. Health eating and lifestyle education for our community.

HEALTHY BLUE ZONES

January 17th will be first Responder Night at the Libla Sports Complex.

UPCOMING EVENTS

In a collaboration with our community partners, we will host Coaches vs. Cancer.

FIRST RESPONDERS' NIGHT

February 1, we will host another Red Cross Blood Drive.

COACHES VS. CANCER NIGHT

RED CROSS BLOOD DRIVE

On February 2nd and 3^{rd,} we will host AG Connect on our TRC Campus. The Salute to Agriculture Dinner will be held on Friday Feb 2, 2024. This is a collaboration between TRC and the Missouri Extension Council.

AG CONNECT 2024

February 8, 2024, we will host the annual Jazz Festival. This will begin with a showcase of the area Junior and High School and College groups, on February 8th at 7:00pm. On February 10, 2024, at 7:00pm we will host a concert with the Three Rivers Jazz Band and the Missouri All District Jazz Band, featuring select high school jazz players.

ANNUAL JAZZ FESTIVAL

Friday February 9, 2024 Patrons of the Arts will host Jubilation Jazz, as part of the Jazz Festival Series. Tickets are available online and by calling the college. Sponsored by Boyt Engineering. **JUBILATION JAZZ**

All elementary students are welcome to attend the game for free.

ELEMENTARY DAY AT LIBLA

Patrons of the Arts will host its annual Valentine Dinner and show sponsored by the Daily American Republic and Sterling Bank. Tickets are still on sale online or through the President's office. Tickets are \$60 per person.

<u>VALENTINE'S DINNER AND</u> SHOW

Our Alumni Reunion will be on 2/24//2024. We will start with a pancake breakfast. It is the 50th anniversary of our nursing program. We will be playing Moberly that weekend. Alumni Star and Raider of the Year will be awarded that weekend.

ALUMNI REUNION 2024

Trustee Featherston made the motion to enter executive session at 12:15 p.m. With a second by Trustee Hager, the board was polled as follows: Trustee Williams), yes; Trustee Featherston, yes; Trustee Richardson, (Absent), Trustee Hager, yes; Trustee Garrison, (yes); Trustee Schalk, yes.

MOTION TO MOVE INTO EXECUTIVE SESSION

ITEMS FOR
CONSIDERATION AND
VOTE

The Athletic Team Insurance was put out to bid by our broker Gallagher Student Health & Special Risk. The recommendation was made regarding awarding the bid to Starr Indemnity & Liability Company for the basic sports accident policy and Zurich American Insurance Company for the catastrophic sports accident policy.

Trustee Hager made a motion to approve the Athletic Team Insurance. With a second by Trustee Garrison, the motion passed with a roll call vote as follows: Trustee Featherston, (yes); Trustee Richardson, (absent); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); Trustee Williams, (Absent for the vote)

Trustee Featherston made the motion to accept the personnel actions and associated documents as presented. With a second by Trustee Hager the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (absent); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); Trustee Williams, (absent for vote)

There being no further business, Trustee Garrison, made the motion to adjourn the meeting at 1:58 p.m. and with a second by Trustee Hager, the motion passed unanimously.

CHAIRMAN

SECRETARY

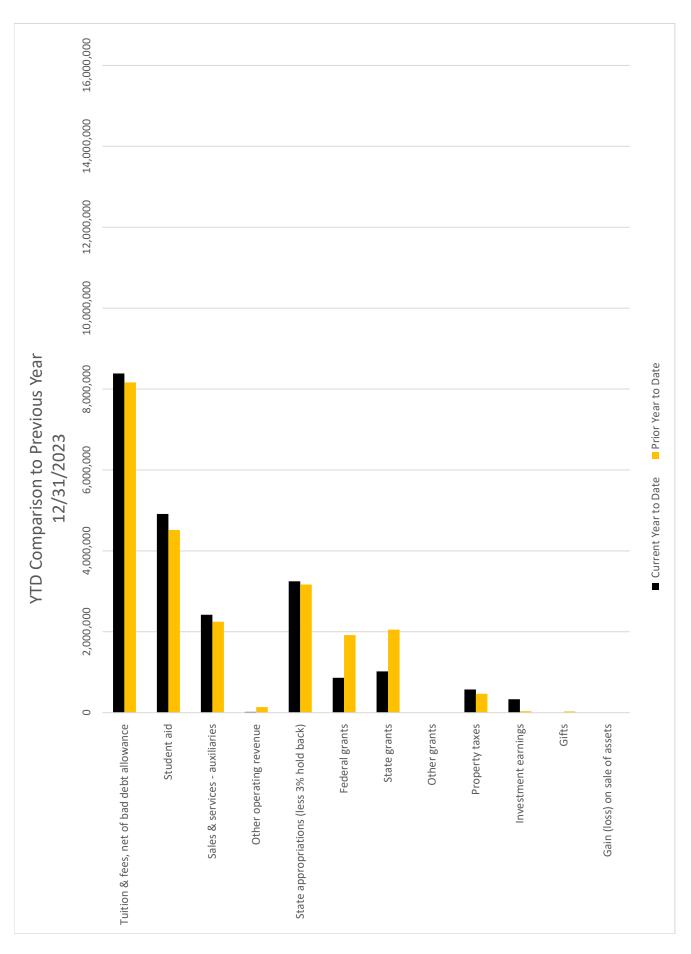
ATHLETIC TEAM INSURANCE

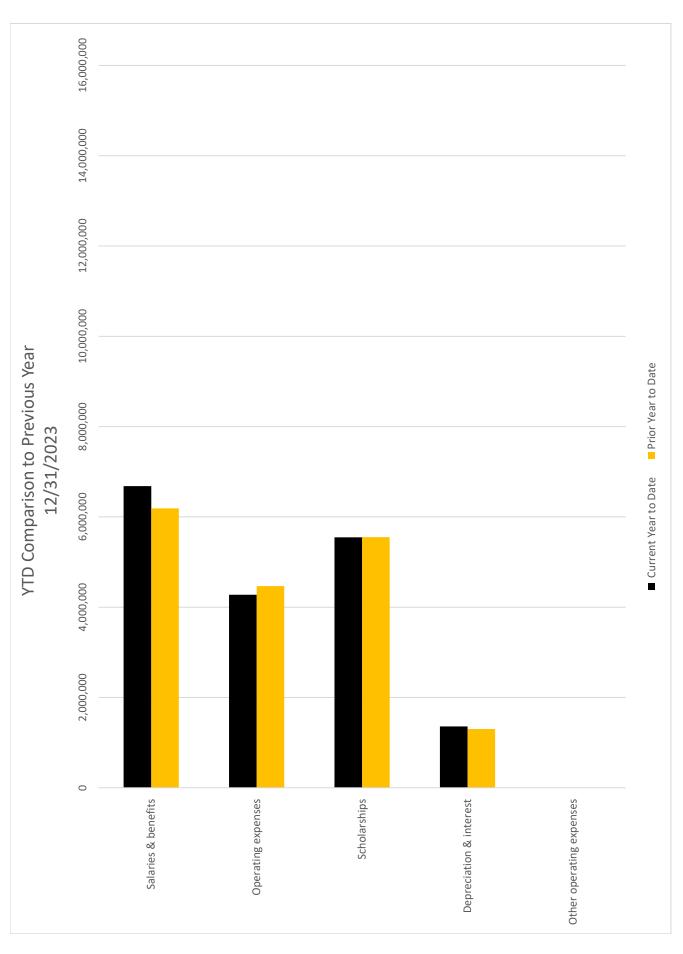
CONSIDERATION AND
APPROVAL OF ALL
PERSONNELL ACTIONS AND
ASSOCIATED DOCUMENTS

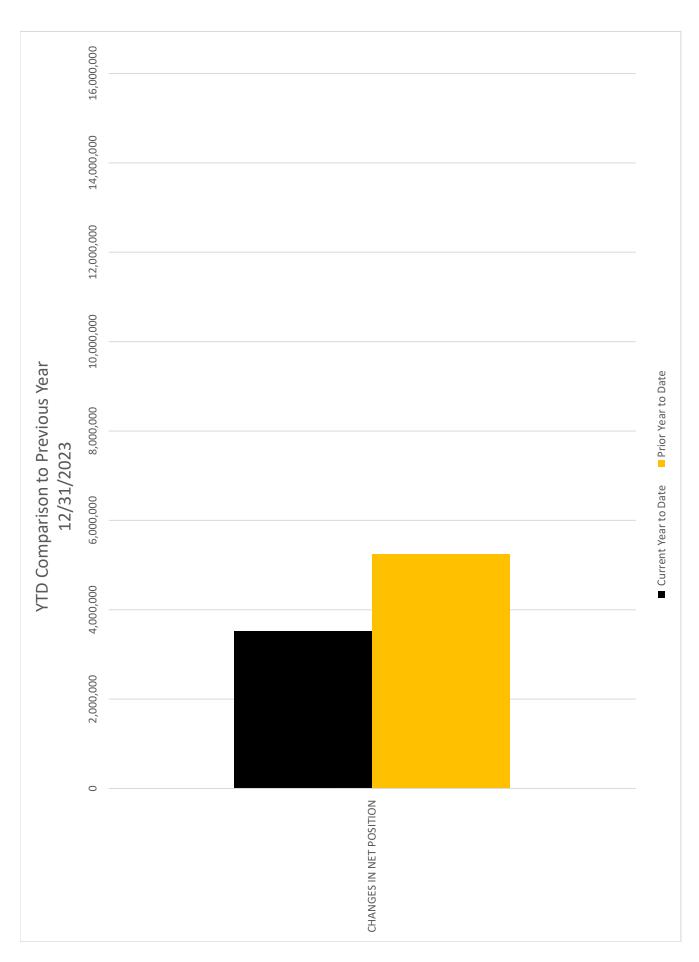
ADJOURMENT

APPROVAL DATE

APPROVAL DATE







Prepared 02/12/2024

Three Rivers College Statement of Net Position Unrestricted Funds, Grants and Governmental Appropriations - Unaudited December 31, 2023

ASSETS AND DEFERRED OUTFLOWS CURRENT ASSETS Cash & Cash Equivalents Student Acrount Receivables net
109,255 109,255 8 118 983
76,961
273,458 30,805,413
5,490,786
83,674,415
1012353.15
(39,790,323) 0
50,387,232
11,840,369
93,033,014

Statement of Revenues, Expenses and Changes in Net Position Unrestricted Funds, Grants and Governmental Appropriations - Unaudited December 31, 2023 Three Rivers College

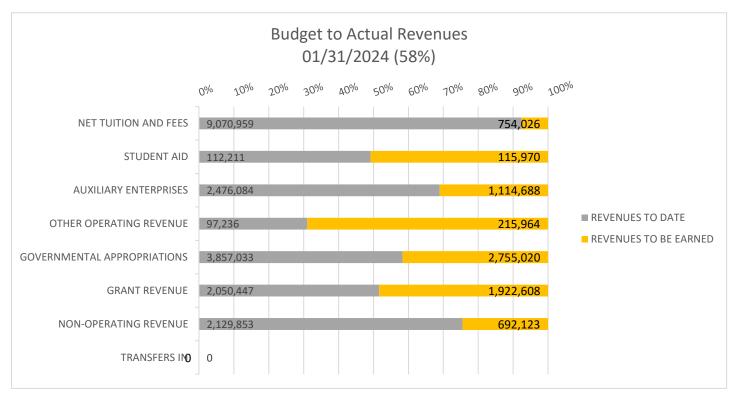
OPERATING REVENUE Tuition & fees, net of bad debt allowance

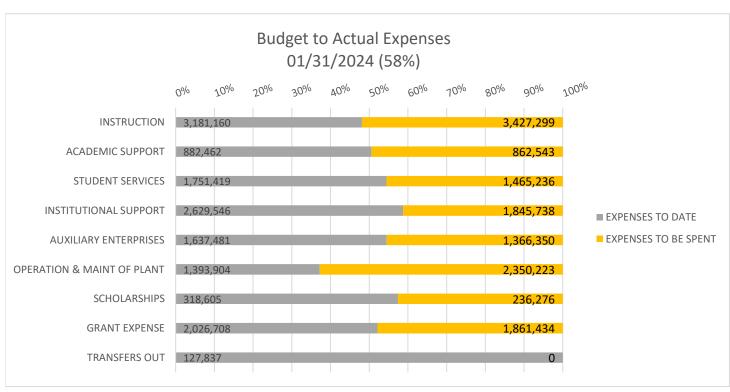
OPERATING EXPENSES Less: Transfer to capital assets Sales & services - auxiliaries Other operating revenue Total Operating Revenue Scholarships
Depreciation & interest
Other operating expenses
Total Operating Expenses Salaries & benefits Operating expenses Capital equipment Student aid

NON-OPERATING REVENUE (EXPENSES)		
State appropriations (less 3% hold back)	541,059	54
Federal grants	49,786	12
State grants	369,716	(346
Other grants	0	
Property taxes	22,669	. •
Investment earnings	60,778	5
Gifts	3,700	
Gain (loss) on sale of assets	0	
Total Non-Operating Revenues (Expenses)	1.047.708	40

CHANGES IN NET POSITION

						Current Year to			
July	August	September	October	November	December	Date	Prior Year to Date	\$ Change	% Change
4,417,553	1,315,268	(200,011)	1,335,597	195,111	1,323,719	8,387,238	8,162,612	224,626	2.75%
154,887	19,016	3,974,629	493,598	153,535	116,053	4,911,718	4,518,542	393,176	8.70%
891,173	165,698	279,201	284,192	502,592	297,084	2,419,939	2,247,860	172,079	7.66%
3,532	3,534	3,670	2,689	3,147	3,990	20,563	138,290	(117,728)	(85.13)%
5,467,145	1,503,516	4,057,489	2,116,077	854,385	1,740,847	15,739,458	15,067,305	672,153	4.46%
1,052,665	1,104,256	1,136,432	1,139,071	1,158,238	1,091,105	6,681,766	6,187,378	494,388	7.99%
663,779	568,617	685,753	790,507	886,741	680,143	4,275,540	4,466,725	(191,185)	(4.28)%
245,148	312,205	295,181	122,571	25,624	11,623	1,012,353	1,938,969	(926,615)	(47.79)%
(245,148)	(312,205)	(295,181)	(122,571)	(25,624)	(11,623)	(1,012,353)	(1,938,969)	926,615	(47.79)%
209,718	29,427	4,419,537	260,796	190,168	139,383	5,549,030	5,549,980	(026)	(0.02)%
223,701	235,423	228,522	224,557	223,412	224,095	1,359,709	1,301,610	58,099	4.46%
0	0	0	0	0	19	19	0	19	0.00%
2,149,864	1,937,723	6,470,244	2,714,930	2,458,558	2,134,745	17,866,064	17,505,693	360,371	2.06%
541,059	541,059	541,058	541,059	541,059	541,058	3,246,352	3,167,792	78,560	2.48%
49,786	129,901	288,693	649,708	(345,782)	88,509	860,816	1,919,216	(1,058,400)	(55.15)%
369,716	(349,824)	173,858	194,799	334,844	297,702	1,021,095	2,051,448	(1,030,352)	(50.23)%
0	0	0	0	0	0	0	0	0	0.00%
22,669	21,750	20,008	8,370	32,107	468,058	572,961	465,522	107,439	23.08%
60,778	58,289	55,026	62,815	56,301	40,437	333,647	36,013	297,633	826.45%
3,700	0	1,000	27,500	(424,028)	0	(391,828)	31,710	(423,538)	(1,335.66)%
0	0	0	0	3,902	0	3,902	4,194	(292)	%(26.9)
1,047,708	401,175	1,079,645	1,484,251	198,404	1,435,763	5,646,945	7,675,895	(2,028,950)	(26.43)%
1,047,708	401,175	1,079,645	1,484,251	198,404	1,435,763	5,646,945	7,675,895	- 1	(2,028,950)
4,364,989	(33,032)	(1,333,111)	885,397	(1,405,770)	1,041,865	3,520,339	5,237,507	(1,717,168)	(32.79)%





Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited

January 31, 2024 Fiscal Year Benchmark: 58%

				REVENUES TO BE
REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE REVENUES TO DATE %	EARNED
NET TUITION AND FEES	9,824,985	9,070,959	95%	754,026
Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances				
STUDENT AID	228,181	112,211	49%	115,970
Federal Pell, Student Loans, SEOG, ACG, Work Study				
AUXILIARY ENTERPRISES	3,590,772	2,476,084	%69	1,114,688
Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental				
OTHER OPERATING REVENUE	313,200	97,236	31%	215,964
Athletic Ticket Sales, Fines, Transcript Fees, Other Income				
GOVERNMENTAL APPROPRIATIONS	6,612,053	3,857,033	28%	2,755,020
State Aid, State Maint. & Repair				
GRANT REVENUE	3,973,055	2,050,447	25%	1,922,608
State Grants, Federal Grants				
NON-OPERATING REVENUE	2,821,976	2,129,853	75%	692,123
Taxes, Interest Earnings, Gifts				
TRANSFERS IN	0	0	%0	0
General funds-prior year transfers in (Reserves), current year transfers from capital				
TOTAL REVENUES	27,364,222	19,793,823	72%	7,570,398

NOTE: We have recognized 70% of budgeted revenues. We have recognized 92% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2023, fall 2023, and winter/spring 2024, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget, as amended. It also includes transfers out to the capital budget for for items funded with operating surplus.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE % EXPENSES TO BE SPENT	ISES TO BE SPENT
INSTRUCTION	6,608,459	3,181,160	48%	3,427,299
Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services				
ACADEMIC SUPPORT	1,745,005	882,462	51%	862,543
Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support				
STUDENT SERVICES	3,216,655	1,751,419	54%	1,465,236
Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services				
INSTITUTIONAL SUPPORT	4,475,284	2,629,546	%65	1,845,738
Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications				
AUXILIARY ENTERPRISES	3,003,831	1,637,481	25%	1,366,350
Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental				
OPERATION & MAINT OF PLANT	3,744,127	1,393,904	37%	2,350,223
Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services				
SCHOLARSHIPS	554,881	318,605	22%	236,276
Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission				
GRANT EXPENSE	3,888,142	2,026,708	25%	1,861,434
State Grants, Federal Grants				
TRANSFERS OUT	127,837	127,837	100%	0
General funds-current year transfers to capital				

NOTE: We have obligated 51% of our budgeted expenses at 58% into the fiscal year. January payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not yet available at the time of this report. . Budgeted increase in Net Position is a result of awarded funding sources exceeding estimates, as amended.

13,949,123

27,364,222

CHANGES IN NET POSITION

(0) 5,844,700

TOTAL EXPENSES

Fiscal Year Benchmark: 58% Capital Budget - Unaudited Three Rivers College January 31, 2024

FUNDING SOURCES

HEERF (CARES) federal grant RESTRICTED

Insurance proceeds UNRESTRICTED General funds - prior year transfers in (Reserves)

General funds - current year transfers in TOTAL FUNDING SOURCES

Campus improvements

Westover Administration Building repairs

911 Center remodel

TOTAL EXPENSES Fleet vehicles

USES OF FUNDS

Academic Resource Commons roof Tinnin Fine Arts Center refurbish Libla Family Sports Complex Bess Activity Center repairs Baseball Clubhouse Student Housing

NET SURPLUS (DEFICIT)

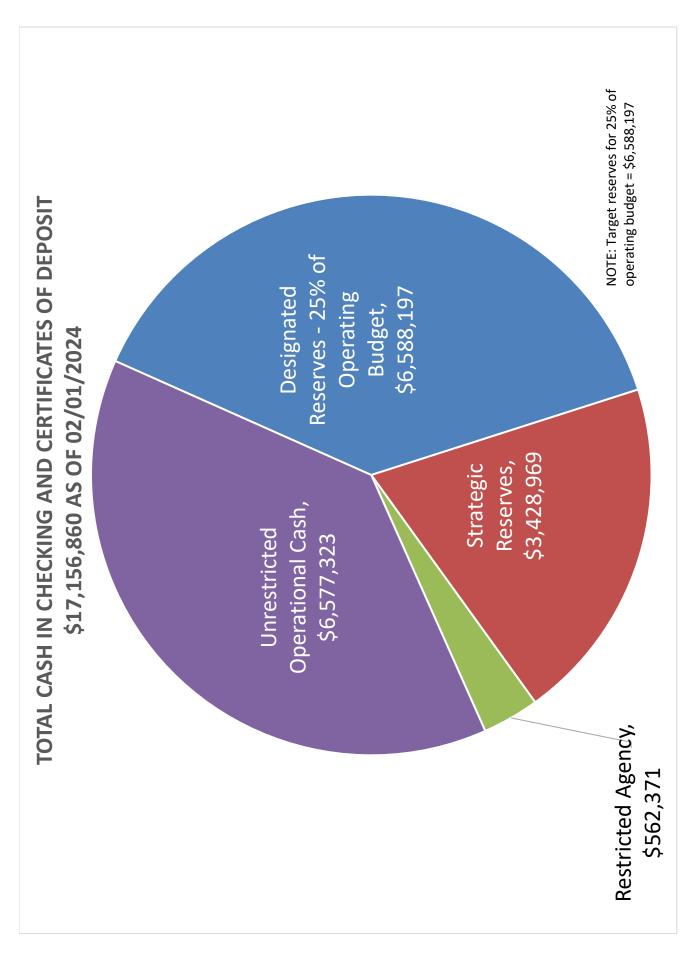
SOURCES TO BE EARNED	0	092'266	2,004,475	3,046,136	USES UNSPENT	1,072,232	H	250,002	250,000	266,000	092,766	20,841	104,000	20,000	35,500	3,046,136
SOURCES TO DATE %	%0	%0	27%	21%	USES TO DATE %	78%	100%	43%	%9	%0	%0	40%	%0	%0	%92	21%
SOURCES TO DATE	0	2,440	738,039	824,215	USES TO DATE	414,850	74,381	191,767	16,798	0	2,440	14,159	0	0	109,820	824,215
BUDGET	0	1,000,000	2,742,514	3,870,351	BUDGET	1,487,082	74,382	441,769	266,798	266,000	1,000,000	35,000	104,000	20,000	145,320	3,870,351

THREE RIVERS COMMUNITY COLLEGE CASH IN BANKS

February 1, 2024

Petty Cash 200.00 Vending Machines 137.00 Business Office 1,688.00 1,	600.00 200.00 137.00 ,688.00 ,625.00
Bookstore 600.00 Petty Cash 200.00 Vending Machines 137.00 Business Office 1,688.00 1,	200.00 137.00 ,688.00
Petty Cash 200.00 Vending Machines 137.00 Business Office 1,688.00 1,	200.00 137.00 ,688.00
Vending Machines 137.00 Business Office 1,688.00 1,	137.00 ,688.00
Business Office 1,688.00 1,	,688.00
Total Cash Funds 2 625 00 2	,625.00
2,020.00 2,	
General Accounts	
Southern Bank - General Funds 4,572,270.34 6,261,	,211.40
Southern Bank - Credit Cards 163,700.26 89,	,052.31
Total General Accounts 4,735,970.60 6,350,	,263.71
Restricted Bank Accounts	
Payroll Account - Southern Bank 20,732.41 20,	,906.93
Federal Clearing Account 71,236.80 94,	,036.13
Flexible Spending Account 5,653.00 5,	,673.20
Total Restricted Accounts 97,622.21 120,	,616.26
TOTAL CURRENT FUND 4,836,217.81 6,473,	,504.97
HOUSING FUND	
General Accounts	
Rivers Ridge Account - Southern Bank 51,724.31 51,	,909.17
	,909.17
TOTAL HOUSING FUND 103,448.62 103,	,818.34

	01/08/24	02/01/24
PLANT FUND		
General Accounts Plant Fund - Southern Bank Total Bank Accounts	4,999,267.97 4,999,267.97	5,017,166.11 5,017,166.11
Certificates of Deposit People's Community Bank #0625	5,000,000.00	5,000,000.00
Total Certificates of Deposit	5,000,000.00	5,000,000.00
TOTAL PLANT FUND	9,999,267.97	10,017,166.11
AGENCY FUND		
Bank Accounts Agency Account - Southern Bank	563,365.42	562,370.69
Certificates of Deposit Restricted CD's & Savings		
TOTAL AGENCY FUND	563,365.42	562,370.69



THREE RIVERS COLLEGE CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF January 31, 2024

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
8070625	People's Community Bank	5.650	02/20/24	3 mths	5,000,000.00	Contingency
	Total Contingency Fund				5,000,000.00	- =
	SCHOLARSHIP/ENDOWN	лENT С	ERTIFICATI	ES AS OF	January 31, 202	24
CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
	Total Agency Fund CD's			•	\$ -	-

THREE RIVERS COMMUNITY COLLEGE Summary of Checks Issued Months of January 2024

Current Fund:	General Fund - Southern Bank	\$	672,993.72
Housing Fund:	Rivers Ridge - Southern Bank		-
Plant Fund:	Construction Account - Southern Bank		-
Agency Fund:	Agency Account - Southern Bank		28,367.41
	Grand Total	\$	701,361.13
pertinent data on t	nat the above is supported by invoices, purchas file in the College Business Office. Approved b t day of February 2024. Chairmar	y the Boa	
	_		of Trustees

Three Rivers College CD Report As of Jaunuary 31, 2024

Total

	Inve	estment CDs		
nk Account Interest Rate				
Bank Account Interest Rate	Account	Interest Rate		
- Juni	710000111	ereseriate		
ithern Bank	all except Federal Funds	80% of the 91 Day T Bill		
Maturing				
Bank	Certificate Number	Endowment	Maturity Date	Amou
ıl				
sponses				
Bank				
Amount				
3 months				
6 months				
9 months				
1 year				
s Transferred	Endowment CDs I	Redeemed for Investment		
Ds Maturing				1
Bank	Certificate Number	Endowment	Amount	
Total			-]
	Endowment CDs Tran	nsferred to Endowment Trus	t	
CDs Maturing				
Bank	Certificate Number	Endowment	Amount	1
				1

02/19/2024
20 of 40

THREE RIVERS COLLEGE BID REPORT AS OF FEBRUARY 9, 2024

THREE RIVERS COLLEGE PROPOSED BUDGET AMENDMENTS AS OF 01/31/2024

OPERATING	BUDGET		
	REVENUE	EXPENSE	NET
ADOPTED BY BOARD 06/21/2023	26,352,788	26,352,788	-
Surplus to fund capital projects	91,000	91,000	-
ACHIEVE	17,990	17,990	-
TRET gifts	1,750	1,750	-
Perkins indirect	10,011	5,373	4,638
AMENDMENTS approved 08/23/23	75,000	42,384	32,616
Surplus to fund capital projects	(37,254)		(37,254)
Enhancement Grant savings 9/22/23	(267,593)	(356,791)	89,198
89004 9/18/23	30,000	30,000	-
ACHIEVE 9/6/23	104,674	104,674	-
83020 Teacher Recruitment grant 8/29/23	1,880	1,880	-
OneStart 8/21/23 7/1/23	47,500	47,500	-
AMENDMENTS approved 10/18/23	-	60,003	(60,003)
Surplus to fund capital projects	(27,856)	1,339	(29,195)
Project DRIVE 1/9/24	349,265	349,265	-
Workforce Development 1/23/24	397,995	397,995	-
ACHIEVE 12/13/23 1/30/24	11,728	11,728	
83009 DRA grant 11/29/23 12/12/23	204,642	204,642	
Gifts 10/6/23	700	700	-
Subtotal agreed to Budget to Actual 01/31/2024	27,364,220	27,364,220	-
Increases (Decreases) Proposed:			
Property tax revenue	90,876	-	90,876
Property rental revenue	6,000	-	6,000
Personnel vacancies filled	-	(17,323)	17,323
Government consulting	-	24,000	(24,000)
Insurance premiums increase	-	17,617	(17,617)
Sikeston Tech Lab building operating costs	-	5,370	(5,370)
Prison Education Program planning costs	-	4,575	(4,575)
Remissions - emp/dep/College Now	-	48,000	(48,000)
Other operating expenses	-	6,301	(6,301)
Surplus to fund capital projects	-	8,336	(8,336)
Subtotal	27,461,096	27,461,096	-

REVISED AS OF 01/31/2024 27,461,096 -

CAPITA	IL BUDGET		
	SOURCES	EXPENSES	NET
ADOPTED BY BOARD 06/21/2023	4,106,579	4,106,579	-
AMENDMENTS approved 08/23/23	(625,000)	(625,000)	
AMENDMENTS approved 10/18/23	353,274	353,274	
Workforce Development vehicles from operating	34,995	34,995	
Light poles from operating	503	503	
Subtotal agreed to Budget to Actual 01/31/2024	3,870,351	3,870,351	-
Increases (Decreases) Proposed:			
Surplus to fund capital projects	8,336	-	8,336
Lightpole	-	3,286	(3,286
Tent	-	5,050	(5,050
Subtotal	3,878,687	3,878,687	-

REVISED AS OF 01/31/2024 3,878,687 -

VI. CONSIDERATION OF ADOPTION OF GENERAL ADMINISTRATION POLICY – BP 0343 – Conflict of Interest

BACKGROUND INFORMATION

HISTORY

The current policy adopted in May 2017 must be re-adopted bi-annually and resent to the state. No changes to the policy have been made. The policy has been reviewed and approved by the college attorney with no changes recommended.

POSSIBLE ALTERNATIVES

None.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATIONS

Re-Adopt the proposed policy

Section: 0000 Board of Trustees			
Sub Section: 0300 Board of Trustees Organization			
Title: BP 0343 Conflict of Interest		Page 1 of 6	
Associated Regulation:			
References: Section 105.485.4 RSMo			
Supersedes: NA			
Responsible Administrator: College President			
Initial Approval: 10-15-2009	Last Revision: 02-15-2023		

The Three Rivers College Board of Trustees shall comply with the Missouri Ethics Commission whereby the college passed an ordinance on July 31, 1995 establishing a process of disclosure of potential conflicts of interest (Section 105.485.4 RSMo). Conflict of interest statements must be executed by all members of the board and filed annually.

Conflict of Interest and Financial Disclosure

Contractual and Business Relationships

No board of trustee member shall:

- 1. Perform any service for the college for compensation in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum except for transactions made pursuant to an award of a contract let or sale made after public notice and competitive bidding and provided that the bid or offer is the lowest received.
- 2. Sell, rent or lease any property to the college for consideration in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum, unless the transaction is made pursuant to an award or a contract let or a sale made after public notice, provided that the bid or offer accepted is the lowest received.
- 3. Attempt, for any compensation other than the compensation provided for the performance of his/her official duties, to influence a decision of the board of trustees or the college on any matter.

Section: 0000 Board of Trustees		
Sub Section: 0300 Board of Trustees Organizati	on	
Title: BP 0343 Conflict of Interest		Page 2 of 6
Associated Regulation:		
References: Section 105.485.4 RSMo		
Supersedes: NA		
Responsible Administrator: College President		
Initial Approval: 10-15-2009	Last Revision: 02-15-2023	

Business Entities

No partnership, joint venture, or corporation in which any board of trustee member is a partner having the lesser of a ten percent (10%) interest or a ten thousand dollar (\$10,000) value partnership interest, or a co-participant or owner of outstanding shares of any class of stock with a fair market value equal to the lesser of ten percent (10%) of the outstanding shares or \$10,000, shall:

- 1. Perform any service for the college for any consideration in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum, unless the transaction is made pursuant to an award on a contract let after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.
- 2. Sell, rent or lease any property to the college where the consideration is in excess of five hundred dollars (\$500) per transaction, or five thousand dollars (\$5,000) per annum, unless the transaction is made pursuant to an award on a contract let or sale made after public notice and in the case of property other than real property, competitive bidding, provided that the bid or offer accepted is the lowest received.

Use of Confidential Information

A board of trustee member shall not use or disclose confidential information obtained in his/her official capacity in any manner with the intent to cause financial gain for himself/herself, any other person, or any business. This also precludes the use of mailing lists or the college mail for any communication other than that directly related to college matters. The term confidential Information shall mean all information whether transmitted orally or in writing which is of such a nature that it is not, at that time, a matter of public record or public knowledge.

Section: 0000 Board of Trustees			
Sub Section: 0300 Board of Trustees Organization			
Title: BP 0343 Conflict of Interest		Page 3 of 6	
Associated Regulation:			
References: Section 105.485.4 RSMo			
Supersedes: NA			
Responsible Administrator: College President			
Initial Approval: 10-15-2009	Last Revision: 02-15-2023		

Acceptance of Gifts

A board of trustee member shall not solicit or accept gifts, payments, or anything greater than a nominal value item or holiday gifts of nominal value from any person, organization, group or entity doing business or desiring to do business with the college.

Contact between Vendors and Board of Trustee Members

A board of trustee member, if contacted by a vendor requesting information about the college's bidding procedures, whether of a general nature or with regard to a specific goods or service to be bid, shall provide the vendor with the name and business telephone number of the chief financial officer of the college. The board of trustee member shall request that the vendor contact the chief financial officer and direct all questions and/or concerns to the chief financial officer.

Financial Interest Statement

All board of trustee members will disclose to the public all potential board of trustee member and employee conflicts of interest including:

1. Transactions in excess of five hundred dollars (\$500) per calendar year between a board of trustee member, college president, chief purchasing officer, or general counsel employed full time, and any person related within first degree consanguinity to such persons and the college, excluding compensation received as an employee or payment of any tax, fee or penalty due to the college. Disclosure will include the dates and identities of the parties in the transaction.

Section: 0000 Board of Trustees		
Sub Section: 0300 Board of Trustees Organizati	on	
Title: BP 0343 Conflict of Interest		Page 4 of 6
Associated Regulation:		
References: Section 105.485.4 RSMo		
Supersedes: NA		
Responsible Administrator: College President		
Initial Approval: 10-15-2009	Last Revision: 02-15-2023	

2. Transactions between any business entity in which such individuals have a substantial interest ¹ with a total in excess of five hundred dollars (\$500), and the college, excluding any payment of tax, fee or penalty due to the college or payment for providing utility service to the college. Disclosure will include the dates and identities of the parties in the transactions.

The college president, chief financial officer, and the director of purchasing will make written disclosure of the following:

- 1. The name and address of each employer who provided income of one thousand dollars (\$1,000) or more.
- 2. The name and address of each sole proprietorship which the individual owned; the name, address and general nature of business conducted by each general partnership or joint venture in which he/she was a partner or participant; the name and address of each partner or co-participant in the partnership or joint venture unless the information is already filed with the Secretary of State; the name, address, and general nature of business or any closely held corporation or limited partnership in which the individual owned ten percent (10%) or more of any class of the outstanding stock or limited partner's units; and the name of any publicly traded corporation or limited partnership which is listed on a regulated stock exchange or automated quotation system which the individual owned two percent (2%) or more of any class of outstanding stock, limited partnership units, or other equity interests.
- 3. The names and addresses of each corporation for which the individual served as director, officer, or receiver.

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¹ "Substantial Interest" is defined as ownership by the individual, his/her spouse, or dependent children, either singularly or collectively, of ten percent (10%) or more of any business entity, or an interest having a value of ten thousand dollars (\$10,000) or more, or receipt of a salary, gratuity or other compensation of five thousand dollars (\$5,000) or more from any individual, partnership, organization or association within any calendar year.

Section: 0000 Board of Trustees			
Sub Section: 0300 Board of Trustees Organizati	on		
Title: BP 0343 Conflict of Interest		Page 5 of 6	
Associated Regulation:			
References: Section 105.485.4 RSMo			
Supersedes: NA			
Responsible Administrator: College President			
Initial Approval: 10-15-2009	Last Revision: 02-15-2023		

A certified copy of this regulation will be sent to the Secretary of State's Office within ten (10) days of adoption. Disclosure reports will be filed by May 1 for the preceding calendar year with the Secretary of State's office and the board of trustees. Disclosure reports will be made available to the public during normal business hours.

The Three Rivers College Board of Trustees shall readopt the policy biennially on or before September 15 of the calendar year.

CERTIFICATION:	
 Chairman of the Board	Recording Secretary
Printed Name	Printed Name
 Date	 Date

Section: 0000 Board of Trustees			
Sub Section: 0300 Board of Trustees Organization			
Title: BP 0343 Conflict of Interest		Page 6 of 6	
Associated Regulation:			
References: Section 105.485.4 RSMo			
Supersedes: NA			
Responsible Administrator: College President			
Initial Approval: 10-15-2009	Last Revision: 02-15-2023		

DOCUMENT HISTORY:

10-15-2009:	Initial approval of policy BP 0343 Conflict of Interest.
10-20-2010:	Re-adopted the policy as presented.
10-19-2012:	Re-adopted as presented.
07-17-2013:	Re-adopted the policy as presented.
07-15-2015:	Re-adopted the policy as presented.
09-21-2016:	The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
05-17-2017:	Re-adopted the policy as presented and addition of certification section.
03-20-2019:	Re-adopted the policy as presented.
04-21-2021:	Re-adopted the policy as presented.
02-15-2023:	Re-adopted the policy as presented.

PERSONNEL DATA SHEET

Administrati	ve Officer	
Professional	Staff	
Faculty		
X Support Staf	f – Replacement for Abby Brewer; transfer	approved 01.17.24
Federal Prog	gram:	
Special Prog	gram	
NAME: Aman	da Robinson	
POSITION TITLE:_	Administrative Assistant, Financial Aid	·
SALARY: \$12.30) per hour	
FULL-TIME X	PART-TIME:	
9 months	10 months11 months	12 monthsX
Other:		·
STARTING DATE:_	February 5, 2024	·
QUALIFICATIONS		
<u>Degree</u>	Ed. Institution	<u>Major</u>
EXPERIENCE		
09/2023 - present	Express Employment Poplar Bluff, MO	TRC – College Store
09/2023 - 10/2023	Teleperformance	Benefits Advisor
10/2021 - 11/2022	Temporary/Seasonal Employment	Licensed Insurance Agent
11/2017 - 04/2020	Oklahoma Bronco Wine Company	Cellar Compliance Clerk/
	Ceres, CA	Weigh Master

PERSONNEL DATA SHEET

Administrat	ive Officer		
Professional	Staff		
X Faculty – Re	eplacement for Judith I	Davis	
Support Stat	ff		
Federal Prog	gram:		
Special Prog	gram		
NAME: Micha	nel Baggs		
POSITION TITLE:_	Instructor, Political S	Science	
SALARY: \$46,19	94		
FULL-TIME X	_ PART	Г-ТІМЕ:	
9 months X	10 months	11 months	12 months
Other: Non-tenure tr	ack		
STARTING DATE:	August 12, 2024		
QUALIFICATIONS	:		
Degree	Ed. Institution		<u>Major</u>
BA	Midwestern State Ur	niversity	English and History
MA	Wichita Falls, TX		History
MA			Political Science
PhD	University of Kansas	•	Political Science
	Lawrence, KS		
EXPERIENCE			
01/2020 - present	Midwestern State Ur	iversity	Lecturer
	Wichita Falls, TX		
08/2018 - 12/2019	Highland Communit	y College	Instructor
	Highland, KS		
08/2015 - 08/2018	University of Kansas	•	Graduate Teaching Assistant
	Lawrence, KS		

PERSONNEL DATA SHEET

Administrat	tive Officer	
Professiona	l Staff	
Faculty		
X Support Sta	ff – Replacement for B. Nicole Roper; resi	gnation approved 04.19.23
Federal Pro	gram:	
Special Pro	gram	
NAME: Louis	se "Chris" Sipes	
POSITION TITLE:	Part-time Science Lab Manager	
SALARY: \$17.1	5 per hour	
FULL-TIME	PART-TIME: X	
9 months	10 months11 months	12 monthsX
Other:		
STARTING DATE:	February 13, 2024	
QUALIFICATIONS		
Degree AA	Ed. Institution Three Rivers College Poplar Bluff, MO	Major Secondary Education
BS	Arkansas State University Jonesboro, AR	Wildlife Management
MA	Southeast Missouri State University Cape Girardeau, MO	Secondary Administration and Supervision
EXPERIENCE		
<u>07/1997 – 06/2023</u>	Doniphan R-1 Schools	High School Science
	Doniphan, MO	Teacher
<u>07/1996 – 06/1997</u>	Corning Schools	High School Science
	Corning, AR	Teacher
<u>07/2018 – 06/2023</u>	Doniphan R-1 Schools	Morning Remediation
	Doniphan, MO	Teacher

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Facilitator, University Center

BACKGROUND INFORMATION HISTORY

Christy Robertson has been employed as a Part-time Facilitator for the University Center since September 2023. She has submitted her request for resignation, effective February 16, 2024.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Robertson's resignation and proceed with review of the position and the appropriate replacement process.

From: Christy Dolle Robertson

To: Kristina McDaniel; Gail Tinsley

Subject: Formal resignation

Date: Thursday, February 1, 2024 4:02:56 PM

Technology & Computer Services.

Some people who received this message don't often get email from guppydolle@gmail.com. <u>Learn why this is</u>

CAUTION: This email originated outside of Three Rivers College. Use caution when opening links or attachments. Please report questionable emails to

Kristina and Gail,

Thank you so very much for the opportunity to work for the wonderful team at TRC. I have found it to be a very accepting and relaxing atmosphere. Gail has been a wonderful supervisor, always helpful and never negative with her words or tones towards me or my work. That is why my emotions are so mixed about this.

I will be helping my daughter and son-in-law with the Westwood center events and it will take more time than I have if I spend time at TRC daily. So with that being said I am giving my 2 weeks notice and will have my last day at TRC being the 16th of February. (Really the 15th)

I will also not be able to attend the employee onboarding session on February 2nd since it will not make a difference at this point. And if I need to pay the college back for the cost of the fingerprinting that I took in October I can. No one followed up with me until this month after I did the education in October.

If I am needed to assist with Social work Career day on March 6th and Open house for the University Center on April 17th and 18th I would be happy to help. I would also Volunteer for that if it would help.

Again, thank you for this opportunity. I have enjoyed my job so much and have met so many wonderful people. I will miss TRC so much, but also feel working at the WWC is still working for TRC a little.

Respectfully,

Christy L. Robertson

--

A smile is to humanity what sunshine is to flowers....so SMILE! and lets see what grows!

Christy L. Robertson

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation Financial Aid Advisor

BACKGROUND INFORMATION HISTORY

Jeana Sanders has been employed full-time as a Financial Aid Advisor since July 2021. She has submitted her request for resignation, effective February 16, 2024.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Sanders' resignation and proceed with review of the position and the appropriate replacement process.

LETTER OF RESIGNATION

Jeana Sanders

950 Highway 142

Poplar Bluff, MO. 63901

January 31, 2023

Dr. Payne

Please accept this letter as my official resignation. My last day will be February 16, 2024.

I would first like to say that I have enjoyed working with Three Rivers College: however, I have been looking for part-time work that would work around my hours here at TRC to help make ends meet financially because my pay rate doesn't pay enough to meet my financial essential needs. During an interview for a part-time job that I was applying for I was offered a full-time position instead with an opportunity for increase in pay, good benefits, and 401K. It was an offer that I could not resist.

I appreciate the opportunity of being able to work with TRC and would be willing to work temporary part-time to continue to assist with verification which is a very stressful process and creating forms with Adobe LiveCycle Designer as I am currently the one who has been creating these forms to continue to assist with all the changes of the 24-25 FAFSA.

I hope that I am leaving on good terms with TRC and thank you very much for the opportunity to work here for the past 2 ½ years in the Office of Financial Aid. Everyone that I have worked with has been amazing and are more like family than coworkers.

Sincerely,

Jeana Sanders
Financial Aid Advisor
Office of Financial Aid

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Facilitator in Sikeston

BACKGROUND INFORMATION HISTORY

Beth Moss has been employed as a Part-time Facilitator in Sikeston since March 2023. She has submitted her request for resignation, effective January 24, 2024.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Moss's resignation and proceed with review of the position and the appropriate replacement process.

Missy Marsha I Three Rivers College 1400 S. Main Street Sikeston, MO 63801

January 24, 2024

Dear Missy,

It is with mixed emotions that I am writing to formally resign from my role as an External Location Facilitator at Three Rivers College, effective immediately, due to childcare challenges that have arisen in my personal life. Despite my deep appreciation for the opportunities and experiences I have gained during my time here, my family's needs require me to prioritize and step back from my current role.

I want to express my gratitude for the support, encouragement, and camaraderie I have experienced in my time here. I understand that my sudden departure will cause challenges for the Sikeston staff and sincerely apologize for the lack of notice.

I hope to maintain the connections I have made at Three Rivers and look forward to the possibility of crossing paths again in the future. Thank you once again for the understanding and support during this challenging time. I wish all my colleagues at Three Rivers continued success, and I hope our paths cross again under different circumstances.

Sincerely,

Beth Anne Moss

Bethannemoss@gmail.com

520-400-0485

UPCOMING EVENTS

Alumni Reunion: February 24.

- o Pancake Breakfast: 8-11 a.m. Bess Activity Center
- 50 Years of Nursing Reception: 11 a.m.-2 p.m., second floor of the Robert W. Plaster Free Enterprise Center
- o Fine Arts Showcase: 12-4 p.m. Tinnin Fine Arts Center
- o Raider Baseball vs. Rock Valley College: 12 p.m. Pattillo Field
- o Alumni Star Award Reception: 2 p.m. Tinnin Fine Arts Center lobby
- o Raider Baseball vs. Rock Valley College: 2:30 p.m. Pattillo Field
- o Lady Raiders Basketball Game: 5 p.m. Libla Family Sports Complex
- o Raiders Basketball Game: Approx. 7 p.m. Libla Family Sports Complex
- Raider of the Year: Halftime of the men's game, Libla Family Sports Complex

Poplar Bluff Trivia: 6 p.m. February 29 (doors open/dinner at 5 p.m.), Holiday Inn, Poplar Bluff. Sponsor or register a team by Feb. 22, contact Michelle Reynolds or visit trcc.edu/events for details.

Raider/Lady Raider Basketball: March 2, LBLA. Sophomore night and Teachers' Appreciation.

Elizabeth "Liz" Enochs Book Signing and Readings: 10 a.m. March 5, Rutland Library.

Patrons of the Arts performance, *An Evening with Classical Music:* 7 p.m. March 7, TINN Theater. A small group of exceptional area musicians—Dr. Dan Kubis, Cindy White, Daniel Atwood, and Malachai Williams—will perform their favorite classical selections. Tickets \$15.

Spring Break: 3/11-3/15, no classes; 3/13-3/15, College Closed.

Greg Edmondson Exhibit: 12:00 p.m. - 3:00 p.m., Mon.-Fri., March 18 - April 12, Tinnin Gallery.

Experience a unique and vibrant collection of abstract paintings by artist Greg Edmondson. Admission is free.

Raiders Basketball:

Feb. 21, 7 p.m.: vs. MSU- West Plains Feb. 24, 7 p.m.: vs. Moberly Area CC Feb. 28, 7:30 p.m.: vs. State Fair CC Mar. 2, 7 p.m.: vs Mineral Area College

Raiders Baseball:

Feb. 22, 12 and 2 p.m.: vs. Shawnee CC

Feb. 24, 12 and 2:30 p.m.: vs. Rock Valley College

Feb. 25, 12 and 2:30 p.m.: vs. Rock Valley College

Feb. 27, 1 and 3 p.m.: vs. Drury

Mar. 2, 12 and 3 p.m.: Marshalltown CC

Mar. 3, 12 and 3 p.m.: Marshalltown CC

Mar. 5, 12 and 2:30 p.m.: East Central College

Mar. 7, 12 and 2 p.m.: St. Louis CC

Mar. 9, 12 and 2 p.m.: St. Louis CC

Mar. 12, 12 and 2:30 p.m.: Southwestern Illinois CC

Mar. 15, 12 and 3 p.m.: Metropolitan CC

Mar. 16, 12 and 3 p.m.: Metropolitan CC

Lady Raiders Basketball:

Feb. 21, 5 p.m.: vs. Crowder

Feb. 24, 5p.m.: vs. Moberly Area CC

Feb. 28, 5 p.m.: vs. State Fair CC

Mar. 2, 5 p.m.: vs Mineral Area College

Lady Raiders Softball:

Feb. 23, 10 a.m. and 4 p.m.: Juco Extravaganza

Feb. 24, 10 a.m. and 12 p.m.: Juco Extravaganza

Feb. 25, 2 p.m.: Juco Extravaganza

Feb. 29, 2 and 4 p.m.: vs. Shawnee CC

Mar. 2, 1 and 3 p.m.: vs. St. Louis CC

Mar. 5, 2 and 4 p.m.: vs. State Fair CC

Mar. 9, 2 and 4 p.m.: vs. St. Charles CC

Mar. 16, 2 and 4 p.m.: vs. MSU-West Plains

Mar. 19, 2 and 4 p.m.: vs. Jefferson College

For the most current information on upcoming events, view the College Calendar at trcc.edu/events.



DAR Articles

(dated January 10, 2024 – February 8, 2024)

- Jan. 17: Raiders ready for tough region stretch
- Jan.18: TRC women pick up big win over Lady Greyhounds
- Jan. 19: Students in need helped by TRC
- Jan. 23: TRC accepting entries for Alumni Art Exhibit
- Jan. 25: Raiders halt Skid; TRC men beat Archers, get back to .500
- Feb. 1: Raiders, Lady Raiders stop skids, pick up big wins
- Feb. 6: TRC women win two; men fall at Moberly
- Feb. 7: Reno is 2024 TRC Alumni Star
- Feb. 8: Dinkins is first ever raider of the year