



THREE RIVERS COLLEGE

Approval of the September Agenda

Approval of the August Minutes

Approval of the Tax Levy Minutes

11:00 a.m. Three Rivers Board of Trustees Luncheon, Employee Lounge, Westover Admin Building
12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room, Westover Admin Building

A G E N D A
REGULAR SESSION
Wednesday September 18, 2024
12:00 p.m.

- I. Invocation and Pledge of Allegiance**

- II. Approval of Agenda and Minutes**
 1. Consideration and Approval of Agenda
 2. Consideration and Approval of Minutes of the August Board Meeting
 3. Consideration and Approval of Minutes of the Tax Levy Meeting

- III. Consideration of College Financial Report**
 1. Statement of Revenues, Expenses, and Changes in Net Assets
 1. Monthly Financial Statements
 2. Budget to Actual Financial Statements
 2. Cash in Bank
 3. Certificates of Deposits
 4. Checks Issued
 5. Bid Report

- 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.)

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

VI. Items for Consideration, Discussion, and Vote

1. GAP 1200 Equal Opportunity

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

1. Acceptance of Employment
 - a) Rachel Price-Grant Analyst
 - b) Tyrie Hill-Thomas-Assistant Women's Basketball Coach/Character Development Program
2. Additional Appointment
 - a) Jeff Null-Athletic Director
3. Resignations
 - a) Jolean Duer-Instructor-Practical Nursing
 - b) Summer Shockley-Assistant Women's Softball Coach

VIII. Appendix

1. Information Items
2. Upcoming Events
3. Recent Newspaper Articles

IX. FY24 Board of Trustees Meeting Dates

- Wednesday, October 16, 2024
- Wednesday, November 20, 2024
- Wednesday, January 15, 2025
- Wednesday, February 19, 2025
- Wednesday, March 19, 2025
- Wednesday, April 16, 2025
- Wednesday, May 21, 2025
- Wednesday, June 18, 2025

X. Adjournment

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
August 21, 2024**

The regular meeting of the Board of Trustees began at 12:02 p.m. on Wednesday, August 21, 2024.

Those present included Trustees: Darren Garrison, Chair, Dr. Tim Hager, Vice-Chair, Dr. Amber Richardson, Secretary; Gary Featherston, Treasurer; Chris Williams, Member, (Absent); and Eric Schalk, member; College administrator: Dr. Wesley Payne, President; Mark Richardson, College Attorney; and Melody Dolle-Ducote, recording secretary.

Trustee Hager delivered the invocation.

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

Trustee Schalk made a motion to accept the June Board Meeting Minutes as presented. On a second by Trustee Hager, the motion passed unanimously.

Charlotte Eubank, Chief Financial Officer, reviewed the college financial report as of the end of June, which is the end of the college's fiscal year. At the end of June, we had recognized 98% of budgeted revenues and had obligated 88% of our budgeted expenses at 100% into the fiscal year. July begins our new FY25 fiscal year. At the end of July, we have recognized 21% of budgeted revenues and we have obligated 6% of our budgeted expenses at 8% into the fiscal year.

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

Dr. Payne presented the President's Report, as follows:

On June 21st, we held the 11th annual Three Rivers Golf Tournament which was heavily subscribed and was sold out. We had 23 teams and more than \$13,000 was raised for scholarships for our Endowment Trust.

CALL TO ORDER

ATTENDANCE

INVOCATION

**APPROVAL OF BOARD
MEETING AGENDA**

**APPROVAL OF THE JUNE
BOARD MEETING MINUTES**

**PRESENTATION OF THE
FINANCIAL REPORT**

**APPROVAL OF
FINANCIAL REPORT**

PRESIDENT'S REPORT

**11TH ANNUAL THREE
RIVERS GOLF
TOURNAMENT**

Dr. Payne introduced Jeff Null, Athletic Director for Three Rivers College. Coach Null stated that we had 39 Athletes qualify for All Academic Honors. Three Rivers won the MCCAC Harold Oetting Academic Award for the top-grade point average (3.42). They will receive the traveling trophy, from Mineral Area College, and it will be on site at our campus. Baseball, softball and women's basketball each had the top GPA in the conference. (See Appendix A for a list of complete honors and individual awards)

ALL ACADEMIC HONORS

Three Rivers College hosted its annual drama camp and added an additional week this year due to demand. Dr. Payne introduced Ms. JoNell Seifert, who stated that 84 children were enrolled in the camp this year. Ms. Seifert noted that she had help from Poplar Bluff High School Drama Instructor, Nick McDaniel and from Poplar Bluff Elementary teacher, Hillary Widener. She had children from Poplar Bluff, Broseley, Perryville, Puxico, Dexter, Doniphan, Bloomfield, Quin, Neelyville, Bernie, Ellsinore, Greenville and Arkansas. Ms. Seifert was able to sell advertising and give a scholarship, for a participant. Her goals each year are for the children to have a wonderful time at camp while making a profit for the college. This year both goals were attained. The camp specializes in allowing the children to work on singing, dancing, improvisation and ends the week with a performance. President Payne recognized Ms. Seifert for her efforts stating, "Thank you, to you. You are drama camp. You make a huge difference."

THREE RIVERS DRAMA CAMP

Dr. Payne introduced Brandi Brooks, Director of Enrollment Services and Student Development. Heather King, Coordinator, Admissions & Recruitment to discuss Freshman Drop-In Day. Ms. King stated on August 9, 2024, we hosted Freshman Drop-in. -We had 60 total first time students, arrive to get acclimated before classes started. We had over 46% participate in the survey for the event which proved to be successful. Ms. Brooks said the goal of the event is to help alleviate some of the first-year anxiety that goes with a first-year college student. Although this anxiety is normal and expected, this event helps students feel more comfortable with campus and can be helpful to eliminate first day jitters for a new student.

FRESHMAN DROP-IN DAY/PROJECT DRIVE UPDATE

Ms. Brooks also gave an update on Project Drive. This year we had 15 CDL students graduate from our program. At the time of the meeting, 14 had passed their exams. The results for the other student were pending.

Dr. Payne spoke about convocation which was held August 12, 2024. The day is our “first day back” during which employees go through updated training, hear College updates, and ask questions. During lunch recognize years of service awards and recognitions of educational attendance are presented.

Dr. Payne pointed out that there are very few days like the first day of classes. It is an exciting time for the staff and students. Dr. Payne noted we are still registering students and are off great start of the academic year!

On September 7, 2024, we will host our 9th annual Run for the Arts at the College. 100% of the proceeds goes to funding scholarships for the students that want to participate in fine arts. Dr. Payne thanked all our sponsors and recognized Mr. Gary Croy for his work with the run each year.

On September 7th in the evening, Battle of the Bulls, hosted by the Three Rivers Rodeo Team will be held at Ray Clinton Park, in Poplar Bluff. There will be bull riding, barrel racing and lots of fun for the kids. This is a family friendly event and was well attended last year! Prices are \$15 per adult and \$10 per child.

On the 17th of September, we will have Constitution Day. We will start the day in the Rutland Library with a viewing of a documentary on the Constitution. The film will run throughout the day. Students may register to vote as well during this time.

Upon completion of the President’s Report, Trustee Schalk made the motion to move into Executive Session at 12:25pm. Upon a second by Trustee Hager, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (absent).

CONVOCATION

FIRST DAY OF CLASSES

UPCOMING EVENTS

RUN FOR THE ARTS

BATTLE OF THE BULLS

CONSTITUTION DAY

MOVE INTO EXECUTIVE SESSION

**ITEMS FOR
CONSIDERATION,
DISCUSSION AND VOTE**

REAL ESTATE PURCHASE

Dr. Payne asked the board for approval of the purchase of the property known as "Bill and Gene's" for \$900,000.00 with a special allocation from the estate. Trustee Schalk made the motion to approve the purchase of what is known as "Bill and Gene's". Upon a second by Trustee Hager, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (absent).

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

**CONSIDERATION AND
APPROVAL OF ALL
PERSONNEL ACTIONS AND
ASSOCIATED DOCUMENTS**

With being no further business, Trustee Richardson made the motion to adjourn the meeting at 1:17p.m. and with a second by Trustee Hager, the motion passed unanimously.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

APPROVAL DATE

Appendix A

Harold Oetting- Highest Conference GPA Award

All Academic Teams Award

Baseball

Women's BB

Softball

Baseball

Women's BB

Men's BB

Softball

First Team

Hayden Cuthbertson
Aaron Fitch
Grant Fitch
Josh McDonald

First Team

Alexia Weaver

First Team

DJ Prater

First Team

Lexus Hagood
Camryn Casey
Madelyn Hefner
Tori Stinnett

Second Team

Jaden Anderson
Mart Blijeven
Trey Fikes
Dorrian Lippens
Cooper McClure
Tyler Vincent

Second Team

Iladya Durka
Kaleigh Thompson

Second Team

Kodi VanEecke
Alyssa Bastien
Olivia Crabb

Third Team

Grant Dotson
Steven Henley
Peyton Nelson
Brian Payne
Noah Pruitt
Brady Robertson
Stuart Tharle
Ty Thatcher

Third Team

Brooklyn Kelpzig
Kiara Neal
Samari Taylor
Brittani Wells

Third Team

Cole Nichols

Third Team

Josie Bezzole
Jordan Moore
Wriley Taylor
Natalie Wilks
Abi Jorgensen

First Team- 4.0

Second Team- 3.80-3.99

Third Team- 3.60-3.79

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
TAX LEVY RATE MEETING
AUGUST 21, 2024**

The special meeting of the Board of Trustees was held in the Board Room, Westover Administration Building at the college in Poplar Bluff, Missouri, on Wednesday, August 21, 2024, at 12:00 p.m.

AUGUST 21, 2024

Those present included Trustees: Darren Garrison, Chair, Dr. Tim Hager, Vice-Chair, Dr. Amber Richardson, Secretary; Gary Featherston, Treasurer; Chris Williams, Member (Absent); and Eric Schalk, member; College administrator: Dr. Wesley Payne, President; Mark Richardson, College Attorney; and Melody Dolle-Ducote, recording secretary.

ATTENDANCE

There were no members of the public in attendance to present views or discussion on the tax rate.

Chairman Garrison announced that the purpose of the meeting was to set the rate of taxation to be established for the Three Rivers Community College District for calendar year 2024.

PURPOSE OF CALLED MEETING

Trustee Schalk moved (1) The rate of taxation for the calendar year 2024 be set at point two three three zero, (0.2330), as recommended by the State Auditor, on each one hundred dollars of assessed valuation of property within the college taxing district; and that (2) Certification of same be forwarded to the county officials at the appropriate time. This rate reflects no change in taxation rate.

ESTABLISHMENT OF TAX LEVY FOR CALENDAR YEAR 2024

The motion was seconded by Trustee Hager and the board was polled: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk yes; Trustee Williams, (Absent).

There being no further business, the board unanimously approved to adjourn the meeting at 12:02 p.m. on a motion by Trustee Schalk and a second by Trustee Featherston.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

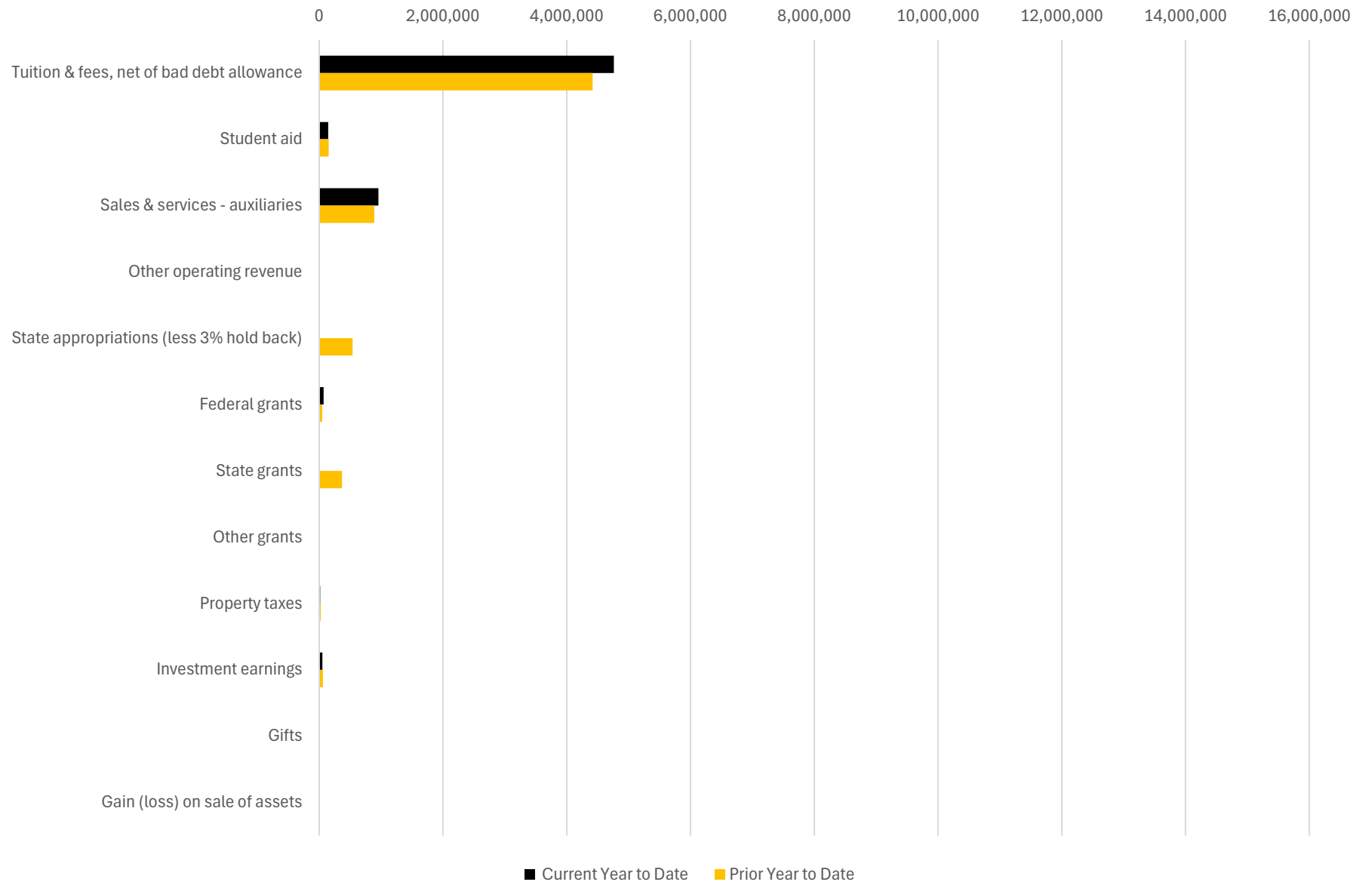
APPROVAL DATE



THREE RIVERS COLLEGE

**Consideration and Approval
of the
College Financial Report**

YTD Comparison to Previous Year
07/31/2024



YTD Comparison to Previous Year

07/31/2024

0 2,000,000 4,000,000 6,000,000 8,000,000 10,000,000 12,000,000 14,000,000 16,000,000

Salaries & benefits



Operating expenses



Scholarships



Depreciation & interest



Other operating expenses

■ Current Year to Date ■ Prior Year to Date

YTD Comparison to Previous Year
07/31/2024

0 2,000,000 4,000,000 6,000,000 8,000,000 10,000,000 12,000,000 14,000,000 16,000,000

CHANGES IN NET POSITION



■ Current Year to Date ■ Prior Year to Date

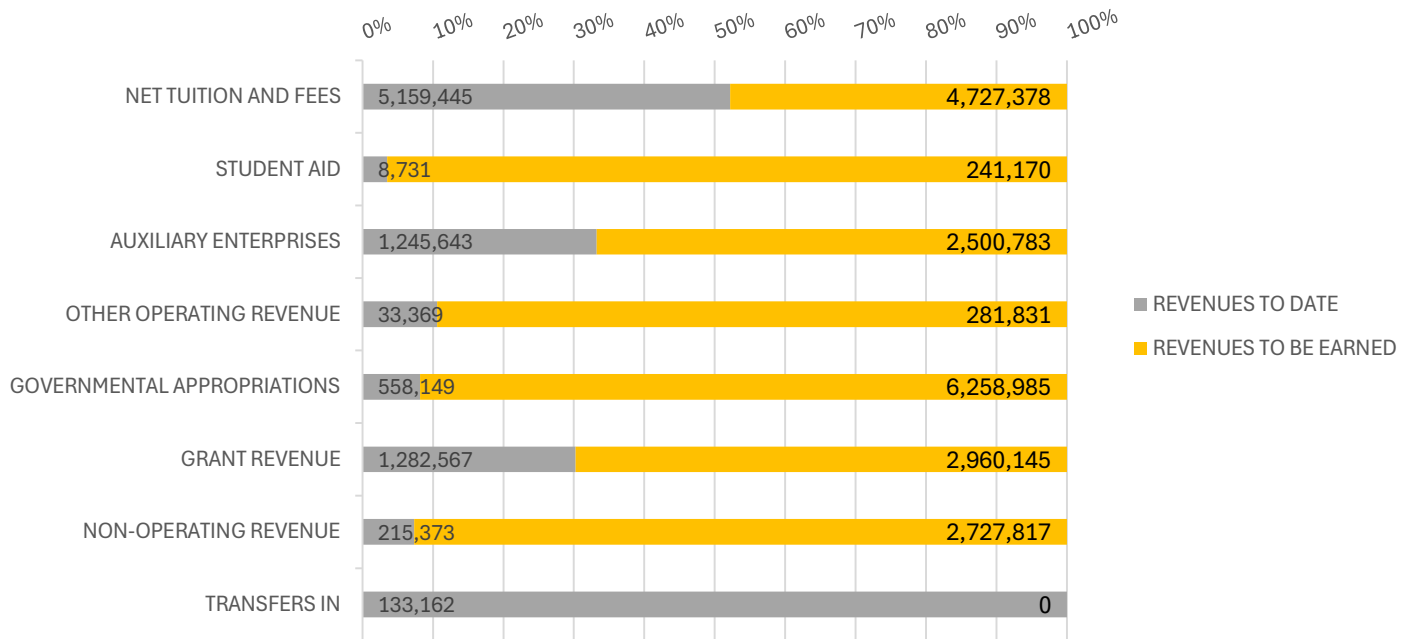
Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2024

ASSETS AND DEFERRED OUTFLOWS		LIABILITIES, DEFERRED INFLOWS AND NET POSITION	
CURRENT ASSETS		CURRENT LIABILITIES	
Cash & Cash Equivalents	16,403,446	Accounts Payable	1,628,496
Student Account Receivables, net	5,884,552	Accrued Vacation	328,230
Property Tax Receivable	122,297	Student Deposits	29,630
Other Receivables	10,686,093	Deferred Tuition & Fees	101,645
Investments	477,297	Scholarships	(6,470)
Inventory	74,886	Total Current Liabilities	2,081,532
Prepaid Expenses	279,372		
Total Current Assets	33,927,943	NON-CURRENT LIABILITIES	
NON-CURRENT ASSETS		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	14,122,151
Capital assets	83,610,111	Bonds, Notes and Leases Payable	7,387,190
Plus: Current year additions to capital assets	55,599.94	Accrued Interest	0
Accumulated Depreciation	(39,681,510)	Agency	504,869
Unamortized Bond Issue Costs	0	Total Non-Current Liabilities	22,014,209
Total Non-Current Assets	49,474,987	Total Liabilities	24,095,741
DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)	9,801,403	DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)	14,626,495
		NET POSITION	
		Beginning Balance	50,528,356
		Changes in Net Position	3,953,741
		Total Net Position	54,482,097
TOTAL ASSETS AND DEFERRED OUTFLOWS	93,204,333	TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	93,204,333

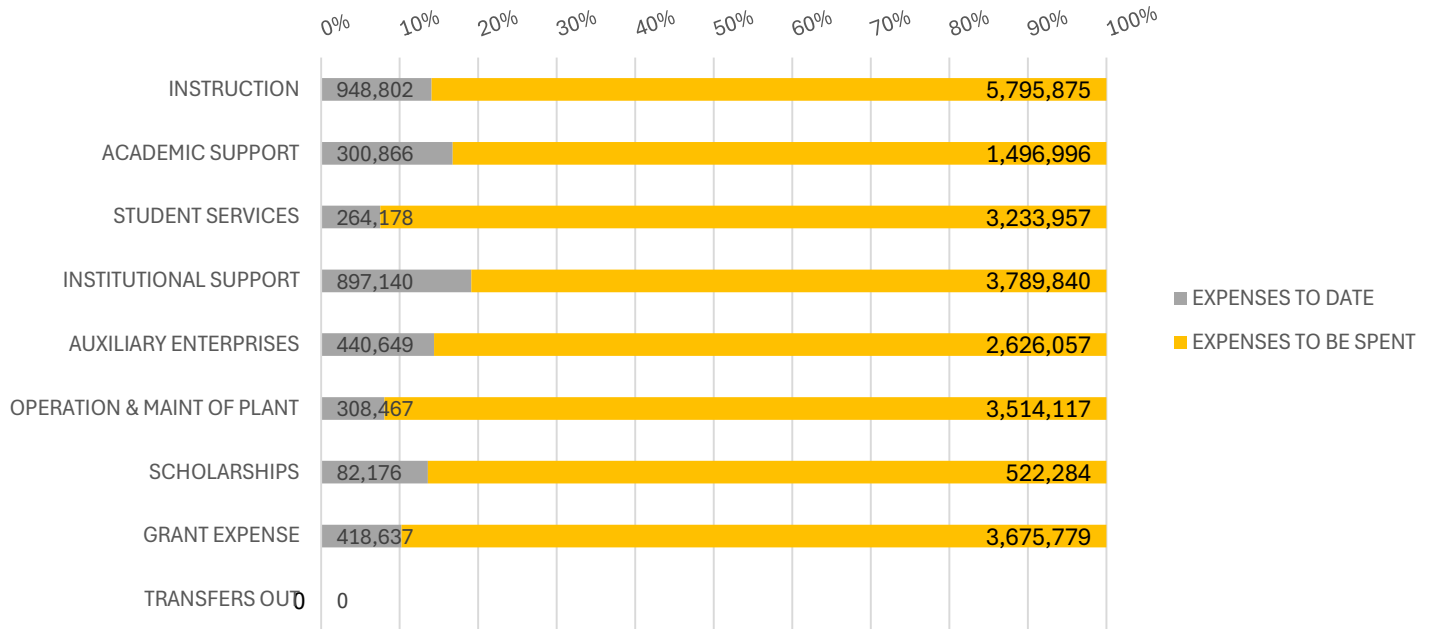
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2024

	July	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE					
Tuition & fees, net of bad debt allowance	4,761,191	4,761,191	4,417,553	343,638	7.78%
Student aid	143,821	143,821	154,887	(11,065)	(7.14)%
Sales & services - auxiliaries	958,893	958,893	892,173	66,720	7.48%
Other operating revenue	3,599	3,599	3,532	67	1.89%
Total Operating Revenue	<u>5,867,504</u>	<u>5,867,504</u>	<u>5,468,145</u>	<u>399,359</u>	<u>7.30%</u>
OPERATING EXPENSES					
Salaries & benefits	1,013,348	1,013,348	1,052,665	(39,317)	(3.74)%
Operating expenses	595,415	595,415	668,279	(72,864)	(10.90)%
Capital equipment	55,600	55,600	245,148	(189,548)	(77.32)%
Less: Transfer to capital assets	(55,600)	(55,600)	(245,148)	189,548	(77.32)%
Scholarships	217,686	217,686	209,718	7,968	3.80%
Depreciation & interest	231,606	231,606	223,701	7,905	3.53%
Other operating expenses	0	0	0	0	0.00%
Total Operating Expenses	<u>2,058,055</u>	<u>2,058,055</u>	<u>2,154,364</u>	<u>(96,309)</u>	<u>(4.47)%</u>
NON-OPERATING REVENUE (EXPENSES)					
State appropriations (less 3% hold back)	0	0	541,059	(541,059)	(100.00)%
Federal grants	72,197	72,197	49,786	22,411	45.01%
State grants	0	0	369,716	(369,716)	(100.00)%
Other grants	0	0	0	0	0.00%
Property taxes	18,510	18,510	22,669	(4,159)	(18.35)%
Investment earnings	53,584	53,584	60,778	(7,194)	(11.84)%
Gifts	0	0	3,700	(3,700)	(100.00)%
Gain (loss) on sale of assets	0	0	0	0	0.00%
Total Non-Operating Revenues (Expenses)	<u>144,291</u>	<u>144,291</u>	<u>1,047,708</u>	<u>(903,416)</u>	<u>(86.23)%</u>
CHANGES IN NET POSITION	<u>3,953,741</u>	<u>3,953,741</u>	<u>4,361,489</u>	<u>(407,748)</u>	<u>(9.35)%</u>

Budget to Actual Revenues 08/31/2024 (17%)



Budget to Actual Expenses 08/31/2024 (17%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
August 31, 2024
Fiscal Year Benchmark: 17%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	9,886,823	5,159,445	52%	4,727,378
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	249,901	8,731	3%	241,170
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,746,425	1,245,643	33%	2,500,783
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	315,200	33,369	11%	281,831
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	6,817,134	558,149	8%	6,258,985
GRANT REVENUE <i>State Grants, Federal Grants</i>	4,242,711	1,282,567	30%	2,960,145
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,943,190	215,373	7%	2,727,817
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	133,162	133,162	100%	0
TOTAL REVENUES	28,334,546	8,636,437	30%	19,698,109

NOTE: We have recognized 30% of budgeted revenues. We have recognized 52% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2024 and fall 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.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,744,677	948,802	14%	5,795,875
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,797,862	300,866	17%	1,496,996
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,498,135	264,178	8%	3,233,957
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,686,980	897,140	19%	3,789,840
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	3,066,706	440,649	14%	2,626,057
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,822,584	308,467	8%	3,514,117
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	604,460	82,176	14%	522,284
GRANT EXPENSE <i>State Grants, Federal Grants</i>	4,094,415	418,637	10%	3,675,779
TRANSFERS OUT <i>General funds-current year transfers to capital</i>	0	0	0%	0
TOTAL EXPENSES	28,315,819	3,660,913	13%	24,654,905

NOTE: We have obligated 13% of our budgeted expenses at 17% into the fiscal year. August 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.

CHANGES IN NET POSITION	18,728	4,975,524
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Three Rivers College
 Capital Budget - Unaudited
 August 31, 2024
 Fiscal Year Benchmark: 17%

FUNDING SOURCES	BUDGET	SOURCES TO DATE	SOURCES TO DATE %	SOURCES TO BE EARNED
RESTRICTED				
<i>State appropriations</i>	10,000,000	0	0%	10,000,000
<i>Insurance proceeds</i>	1,000,000	0	0%	1,000,000
<i>ARPA grant proceeds</i>	890,779	901,420	101%	(10,641)
UNRESTRICTED				
<i>General funds - prior year transfers in (Reserves)</i>	2,069,359	114,206	6%	1,955,153
<i>General funds - current year transfers in</i>	0	0	0%	0
TOTAL FUNDING SOURCES	13,960,138	1,015,626	7%	12,944,512

USES OF FUNDS	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
<i>Campus improvements</i>	250,000	0	0%	250,000
<i>Westover Administration Building repairs</i>	350,000	0	0%	350,000
<i>Libla Family Sports Complex</i>	450,000	28,716	6%	421,284
<i>Baseball Clubhouse</i>	266,000	0	0%	266,000
<i>Bess Activity Center repairs</i>	1,000,000	0	0%	1,000,000
<i>2509 Three Rivers Blvd (former license bureau)</i>	20,000	0	0%	20,000
<i>Student Housing</i>	10,194,369	0	0%	10,194,369
<i>Public safety remodel</i>	50,000	0	0%	50,000
<i>Fleet vehicles</i>	83,990	85,490	102%	(1,500)
<i>Dexter external location purchase</i>	405,000	0	0%	405,000
<i>CDL training center purchase</i>	890,779	901,420	101%	(10,641)
TOTAL EXPENSES	13,960,138	1,015,626	7%	12,944,512
NET SURPLUS (DEFICIT)	0	0		

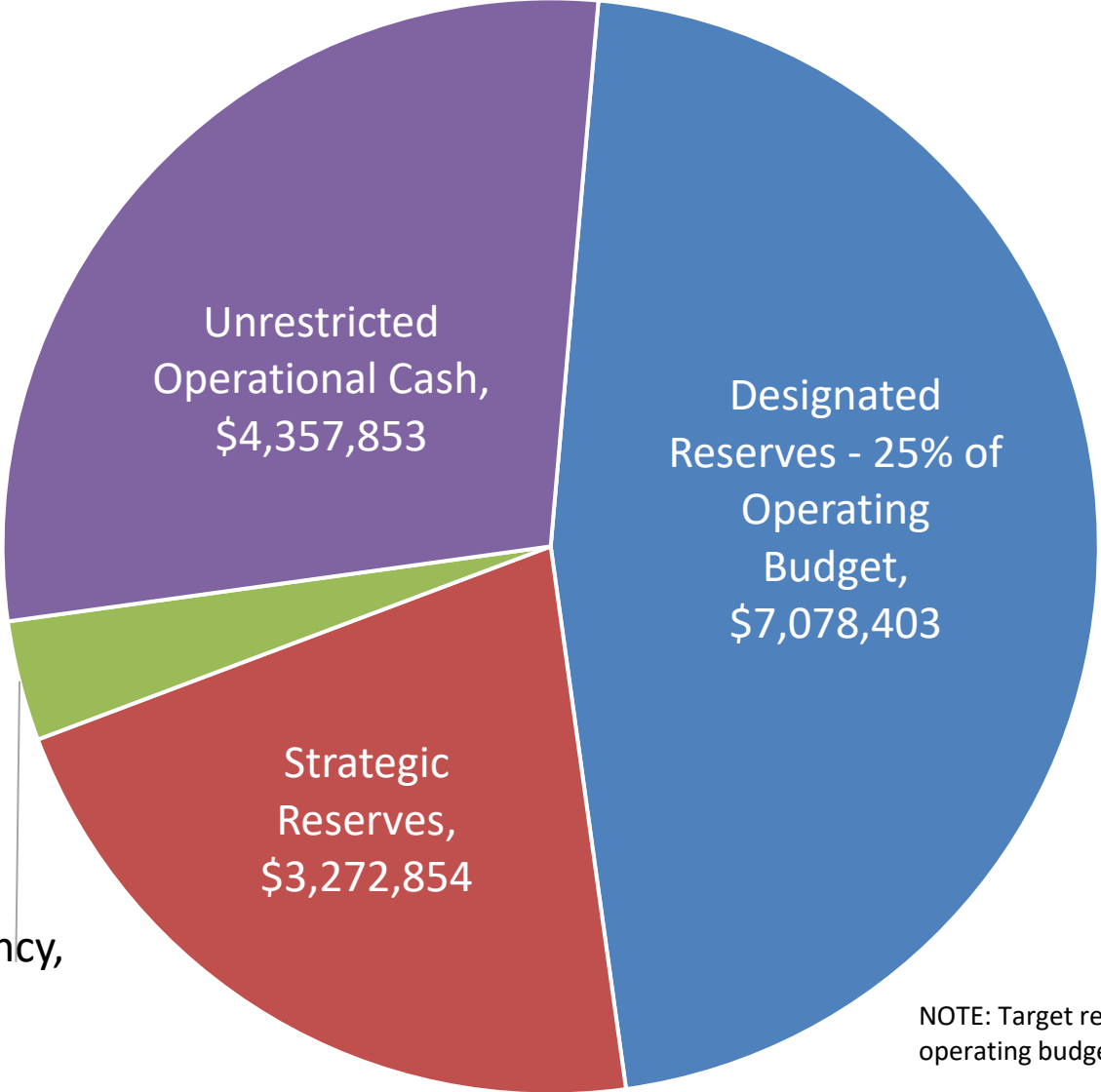
**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

September 3, 2024

	<u>08/01/24</u>	<u>09/03/24</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	600.00	600.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,688.00	1,688.00
<i>Total Cash Funds</i>	2,625.00	2,625.00
 <i>General Accounts</i>		
Southern Bank - General Funds	5,079,441.33	4,239,629.58
Southern Bank - Credit Cards	91,354.29	90,042.95
<i>Total General Accounts</i>	5,170,795.62	4,329,672.53
 <i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	25,195.84	25,555.72
Federal Clearing Account	-	-
<i>Total Restricted Accounts</i>	25,195.84	25,555.72
 TOTAL CURRENT FUND	 5,198,616.46	 4,357,853.25
 PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	5,126,442.15	5,147,763.49
<i>Total Bank Accounts</i>	5,126,442.15	5,147,763.49
 <i>Certificates of Deposit</i>		
People's Community Bank #0625	5,133,800.78	5,203,493.88
<i>Total Certificates of Deposit</i>	5,133,800.78	5,203,493.88
 TOTAL PLANT FUND	 10,260,242.93	 10,351,257.37
 AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	578,167.98	540,976.59
 <i>Certificates of Deposit</i>		
Restricted CD's & Savings	-	-
TOTAL AGENCY FUND	578,167.98	540,976.59

TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT

\$15,250,087 AS OF 09/03/2024



Restricted Agency,
\$540,977

NOTE: Target reserves for 25% of operating budget = \$7,078,403

THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF August 31, 2024

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
8070625	People's Community Bank	5.290	11/21/24	3 mths	5,147,763.49	Contingency
Total Contingency Fund					<u>5,147,763.49</u>	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF August 31, 2024

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Total Agency Fund CD's					<u>\$ -</u>	

Three Rivers College
CD Report
As of August 31, 2024

Investment CDs

Bank Account Interest Rate

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	91-day T-bill minus 40 basis points

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

Responses

Bank	Term	Rate	APY	Amount	Type of Investment
People's Community Bank	3 months	5.29	5.46	5,133,800.78	CD
People's Community Bank	6 months	5.05	5.21	5,133,800.78	CD
People's Community Bank	12 months	4.95	5.15	5,133,800.78	CD
Commerce	12 months	4.46		5,133,800.78	U.S. Treasury Bills
US Bank	6 months	3.15		5,133,800.78	CD
US Bank	12 months	2.60		5,133,800.78	CD
US Bank	30 DAYS	4.70		5,133,800.78	U.S. Treasury Bills
US Bank	90 DAYS	4.50		5,133,800.78	U.S. Treasury Bills
US Bank	12 months	4.55		5,133,800.78	U.S. Treasury Bills
Bank of Grandin	12 months	4.60	4.60	5,133,800.78	CD
Southern Bank	6 months	5.00	5.09		CD
Southern Bank	12 months	4.95	5.04		CD

CDs Transferred

CD was renewed with People's Community bank for three months @ 5.29% interest.

Endowment CDs Redeemed for Investment

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

Endowment CDs Transferred to Endowment Trust

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

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

Current Fund:	General Fund - Southern Bank	\$ 2,025,761.40
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>5,956.10</u>
	Grand Total	<u><u>\$ 2,031,717.50</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 18th day of September 2024.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COMMUNITY COLLEGE
 BID REPORT
 AS OF SEPTEMBER 6, 2024**

Housing Electronic Door Lock System

Status: Closed
 Open Date: 8/15/2024
 Close Date: 8/29/2024
 Funding Source: Housing Revenue
 Bids Submitted:

Communications Technologies, Inc.	St. Louis, MO
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 Recommendation:

Communications Technologies, Inc.	\$57,345.20
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 Bid Awarded: Yes

Integrated Pest Management

Status: Closed
 Open Date: 8/22/2024
 Close Date: 9/5/2024
 Funding Source: General Revenue
 Bids Submitted:

Bug Guy Pest Services LLC	Marquand, MO
Rottler Pest Solutions	St. Louis, MO

 Recommendation:

Bug Guy Pest Services LLC	\$1,100.00/month
---------------------------	------------------

 Bid Awarded: No

CONSIDERATION OF APPROVAL FOR HOUSING ELECTRONIC DOOR LOCK SYSTEM

BACKGROUND INFORMATION

HISTORY

The College advertised for bids for a housing electronic door lock system. Responses were received as follows:

Bidders Meeting Bid Specifications:

<u>Name of Company</u>	<u>Amount of Bid</u>
Communications Technologies, Inc.	\$57,345.20

ADMINISTRATIVE RECOMMENDATIONS

It is recommended that the college accept the bid from Communications Technologies, Inc.

CONSIDERATION OF APPROVAL FOR INTEGRATED PEST MANAGEMENT SERVICES

BACKGROUND INFORMATION

HISTORY

The College advertised for bids for Integrated Pest Management Services. Responses were received as follows:

Bidders Meeting Bid Specifications:

<u>Name of Company</u>	<u>Amount of Bid</u>	<u>Hours per month</u>	<u>Entirety</u>
Bug Guy Pest Services LLC			Yes
TRC - Poplar Bluff Campus	\$500.00	7.00	
TRC - Rivers Ridge Housing	\$170.00	2.50	
TRC - Westwood Chapel and Ballroom	\$125.00	1.25	
TRC – CDL Center	\$25.00	0.25	
TRC – Kennett	\$85.00	1.00	
TRC – Sikeston	\$85.00	1.00	
TRC – Sikeston Tech Lab (new)	\$80.00	0.50	
TRC – Dexter (beginning January 1, 2025)	\$60.00	1.00	
Total	\$1,100.00		

<u>Name of Company</u>	<u>Amount of Bid</u>	<u>Hours per month</u>	<u>Entirety</u>
Rottler Pest Control			Yes
TRC - Poplar Bluff Campus	\$449.00	4.00	
TRC - Rivers Ridge Housing	\$230.00	2.00	
TRC - Westwood Chapel and Ballroom	\$120.00	1.00	
TRC – CDL Center	\$45.00	0.50	
TRC – Kennett	\$120.00	1.00	
TRC – Sikeston	\$240.00	2.00	
TRC – Sikeston Tech Lab	\$60.00	0.50	
TRC – Dexter (beginning January 1, 2025)	\$120.00	1.00	
Total	\$1,384.00		

FINANCIAL IMPLICATIONS

Currently we are paying \$940/month for pest management services - this total does not include the Sikeston Tech Lab or the Dexter Center. By awarding the Bug Guy Pest Services LLC a three-year contract we will see a cost increase of \$50/month or \$1,800.00 over the course of the contract.

ADMINISTRATIVE RECOMMENDATIONS

As the incumbent, Bug Guy Pest Services LLC, has proven to be dependable, willing and able to cover our needs as it pertains to this service. It is recommended that the College accept the bid from Bug Guy Pest Services LLC.



THREE RIVERS COLLEGE

President's Report



THREE RIVERS COLLEGE

Move into Executive Session



THREE RIVERS COLLEGE

Move out of Executive Session



THREE RIVERS COLLEGE

Items for Consideration, Discussion and Vote

VI.1 Consideration and approval of GAP-1200 General Administration

BACKGROUND INFORMATION--HISTORY

Policies are reviewed on a regular basis and updated as necessary to maintain currency and compliance. The following changes have been made to GAP-1200 Equal Opportunity.

Clarification to eliminate redundancy.

POSSIBLE ALTERNATIVES

Do not approve the proposed policy changes.

FINANCIAL IMPLICATIONS

NA

ADMINISTRATIVE RECOMMENDATIONS

Administration recommends the approval of the policy as presented.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION POLICY**

Section: 1000 General Administration	
Sub Section: 1200 Equal Opportunity	
Title: GAP 1200 Equal Opportunity	Page 1 of 2
Associated Regulations: SR 2210 Admission Requirements; PR 4840 Title IX for Employees; SR 2120 Title IX for Students; PR 4810 ADA and Reasonable Accommodation; SR 2115 Disability Services for Students	
References: Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d et seq.; Section 504 of the Rehabilitation Act of 1973 (Section 504), as amended, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. 1681 et seq.; The Age Discrimination Act of 1975, as amended 42 U.S.C. 6101 et seq.; Title VII of the Civil Rights Act of 1964; Americans with Disabilities Act of 1990	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 04-14-2010	Last Revision: 09-18-2024

Three Rivers College is committed to providing equal opportunity in all areas of education, recruiting, hiring, retention, promotion, and contracted service. The college further commits itself to the policy that there shall be no unlawful discrimination or harassment against any person because of race, color, gender, sexual orientation, religion, age, disability, or national origin. The college does not sponsor non-residents for purposes of employment.

Students who believe that they have been harassed in violation of this policy should report the alleged harassment to the Chief of Student Services Officer. Employees who believe that they have been harassed in violation of this policy should report the alleged harassment to the Human Resources Office. All complaints of violation of this policy will be promptly investigated and appropriate action will be taken.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION POLICY**

Section: 1000 General Administration	
Sub Section: 1200 Equal Opportunity	
Title: GAP 1200 Equal Opportunity	Page 2 of 2
Associated Regulations: SR 2210 Admission Requirements; PR 4840 Title IX for Employees; SR 2120 Title IX for Students; PR 4810 ADA and Reasonable Accommodation; SR 2115 Disability Services for Students	
References: Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d et seq.; Section 504 of the Rehabilitation Act of 1973 (Section 504), as amended, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. 1681 et seq.; The Age Discrimination Act of 1975, as amended 42 U.S.C. 6101 et seq.; Title VII of the Civil Rights Act of 1964; Americans with Disabilities Act of 1990	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 04-14-2010	Last Revision: 09-18-2024

DOCUMENT HISTORY:

- 04-14-2010:** Initial approval of policy GAP 1200 Equal Opportunity.

- 09-16-2015:** Revision of position title Vice President of Student Success to Chief Student Services Officer.

- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.

- 08-19-2020:** Updates related to new Title IX Ruling.

- 09-18-2024:** Clarification to eliminate redundancy.



THREE RIVERS COLLEGE

**Consideration and Approval of
all Personnel Actions and
Associated Documents**

Consideration of Personnel Action
Employment of Personnel
Grant Analyst

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – Replacement for Kevin Hunsberger; resignation approved 08.21.24

_____ Federal Program: _____

_____ Special Program _____

NAME: Rachel Price

POSITION TITLE: Grant Analyst

SALARY: \$20.00 per hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: October 1, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAS	Three Rivers College Poplar Bluff, MO	Business Management
BS	Hannibal-LaGrange University Hannibal, MO	Business Management

EXPERIENCE

<u>01/2015 - present</u>	<u>Southern Bank</u> <u>Poplar Bluff, MO</u>	<u>Loan Processor III</u>
<u>07/2013 – 01/2015</u>	<u>Pull/Pack Books</u> <u>Poplar Bluff, MO</u>	<u>Customer Service</u> <u>Representative</u>
<u>01/2006 – 04/2014</u>	<u>Liberty Tax Service</u> <u>Poplar Bluff, MO</u>	<u>Office Manager/Income</u> <u>Tax Preparation</u>

09.18.24

Consideration of Personnel Action
Employment of Personnel
Assistant Women's Basketball Coach/Character Development Program

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

X Faculty – replacement for Caleb Livingston; resignation approved 08.21.24

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Tyrie Hill-Thomas

POSITION TITLE: Assistant Women's Basketball Coach/Character Development Program

SALARY: \$40,000

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: August 29, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
B.Ed.	Missouri State University Springfield, MO	Education
MS	Missouri Baptist University St. Louis, MO	Sports Management

EXPERIENCE

<u>06/2023 – 06/2024</u>	<u>Emporia State University</u> <u>Emporia, KS</u>	<u>Assistant Women's Basketball</u> <u>Coach</u>
<u>2020 – 2023</u>	<u>Missouri Baptist University</u> <u>St. Louis, MO</u>	<u>Assistant Women's Basketball</u> <u>Coach</u>
<u>2019 – 2022</u>	<u>Missouri Phenom</u> <u>Kansas City, MO</u>	<u>Head Coach/Trainer</u>

09.18.24

CONSIDERATION OF PERSONNEL ACTION

Additional Appointment
Athletic Director

BACKGROUND INFORMATION **HISTORY**

Jeff Null has been employed full-time since July 2016 as the Head Women's Softball Coach. With the retirement of the Athletic Director in FY24, the position became available. The additional appointment was assumed by Coach Null, effective July 1, 2024. He will continue in the role of full-time Head Women's Softball Coach.

FINANCIAL IMPLICATIONS

This is an additional appointment.

ADMINISTRATIVE RECOMMENDATION

Approve the additional appointment of Jeff Null.

09.18.24

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Instructor, Practical Nursing

BACKGROUND INFORMATION

HISTORY

Jolean Duer has been employed full-time as faculty member for Nursing and currently for Practical Nursing since October 2023. She has submitted her request for resignation, effective December 31, 2024. Ms. Duer has requested the opportunity to retain a position as adjunct faculty.

FINANCIAL IMPLICATIONS

This is a full-time, faculty position.

ADMINISTRATIVE RECOMMENDATION

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

09.18.24

Jolean Duer, BSN, RN
1304 State Highway AD
Dexter, MO 63841
573-421-2121
jduer@trcc.edu

08/26/2024

Andrea Pierce, MSN, RN
Director- Licensed Practical Nursing Program
Three Rivers College
2080 Three Rivers Blvd
Poplar Bluff, MO 63901

Dear Mrs. Pierce,

This letter is to inform you of my resignation from my current position as Licensed Practical Nursing Instructor at Three Rivers College, effective December 31, 2024. This date will be my last day of full-time employment. However, it is possible that I will be able to remain as a part-time adjunct instructor at that time.

I am thankful for the opportunities for professional growth and development that I have been provided during my time as an instructor at Three Rivers College (TRC). I have enjoyed working for TRC and appreciate the guidance and support provided during my time here.

Please let me know if I can be of any help during this transition period. I wish you all the best going forward.

Sincerely,
Jolean Duer, BSN, RN

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Assistant Women's Softball Coach/Character Development Program

BACKGROUND INFORMATION

HISTORY

Summer Shockley has been employed full-time as the Assistant Women's Softball Coach/Character Development Program since July 2022. Prior to full-time, Ms. Shockley served in a part-time capacity. She has submitted her verbal request for resignation, effective August 23, 2024.

FINANCIAL IMPLICATIONS

This is a full-time, faculty position.

ADMINISTRATIVE RECOMMENDATION

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

09.18.2024

UPCOMING EVENTS

Run 4 the Arts 2024: 8 a.m., September 7. Register now for our 9th annual [Run 4 the Arts](#) event to benefit Three Rivers fine arts scholarships! There will be a four-mile run/walk. Bring your furry friends to Walk & Wag — or run and wag! All dogs must be on a leash. Presented by Ozark Total Healthcare. T-shirts and pet participation ribbons are sponsored by Ozark Federal Credit Union. Register by August 16 to be guaranteed a T-shirt.

Labor Day: September 2. College Closed

Battle of the Bulls: 7 p.m., September 7. Save the date for the second annual Battle of the Bulls at Ray Clinton Park! Brought to you by the Three Rivers Rodeo team and the TRC Ag department. This year's event will have both bull riding and barrel racing.

Constitution Day: 8 a.m. to 5 p.m., September 17. Join us in the lobby of the Rutland Library on the Poplar Bluff campus for a viewing of a documentary on the constitution. This film will be running throughout the day, so stop by whenever you can! There will also be a display of books on the constitution available for checkout. You can also register to vote on this day either in the Welcome Center or in the lobby of the Rutland Library.

Alumni Award Nominations: Nominate someone for the Alumni Star Award or the Distinguished Alumni Award by going to trcc.edu/alumni. The deadline for nominations is September 30. The Distinguished Alumni Award is the highest honor bestowed on alumni of Three Rivers College. Those eligible for recognition are former students/graduates of the College who have demonstrated significant achievements and earned high respect among their peers. The Alumni Star Award is given in recognition of professional achievement, civic service, and service to the College, which therefore brings honor and distinction to Three Rivers College. Nominees may be individuals, couples, or a team/group.

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



THREE RIVERS COLLEGE

DAR Articles

August 10, 2024 – September 6, 2024

August 15: Raiders reflect on successful summer

August 22: TRC embraces new academic year

August 23: Lady Raiders training for upcoming season

August 24: McElroy leaves invaluable imprint

August 28: Lady Raiders will face tough schedule

August 30: 2024 Difference Maker of the Year Rev. Sandra Mick-Shockey (McElroy brief on page 8A)

DAR changes to 3-days a week

September 3: TRC Nursing class achieves landmark

September 3: Unselfish Raiders won title in 1992

September 3: Sports Legends special section magazine – Chemistry drives Raiders to first National Title

September 4: Livingston to take new job at Louisiana Tech (e-edition)

September 4: Anagnostopoulos named head coach at Missouri S&T (e-edition)

September 5: TRC opens nominations for Alumni Awards

September 5: Livingston to take new job at Louisiana Tech (print edition)

September 5: Anagnostopoulos named head coach at Missouri S&T (print edition)



THREE RIVERS COLLEGE

**Next Board Meeting is
Wednesday
October 16, 2024**



THREE RIVERS COLLEGE

Adjournment