

**COMMUNITY COLLEGE DISTRICT TWELVE  
BOARD OF TRUSTEES  
Centralia College**

**Hanson Boardrooms  
Centralia College East, Room 101  
Morton, Washington**

**Study Session/Regular Meeting  
April 14, 2024  
3:00 P.M.**

**MINUTES**

• **Study Session**

Arbor Health Care – Jenny Bauska

Jenny Bauska, Director of Nursing, provided a Nursing Program update.

A second cohort of nursing students started April 8, 2024; this is a first. There was room for 20 students and 19 enrolled in the program which gives the nursing program three cohorts operating simultaneously. The state and accreditors see this new cohort as a brand-new program; it is quite a process to get through all of the regulations and requires expansion of clinical affiliation agreements to ensure all these students obtain their clinical hours.

Arbor Health is a critical access rural hospital. As a critical access rural hospital, the Certified Nursing Assistants (CNA) go through Arbor Health. Arbor Health provides experience with one-day clinicals and rotations in various departments:

- Emergency
- medical surgical unit
- Medicare Outpatient Observation Notice (MOON) moon care specialist
- collaborative care with PT, OT
- discharge planning.

The Arbor Health experience gives a comprehensive introduction to nursing in a rural critical access hospital and provides students with a great overview as the student rotates through all of the various departments.

The instructor is only available on Wednesdays but the quality of the experience is worth it to the nursing program. The nursing program also works with Providence St. Peter Hospital in Olympia and the commute to either Morton or Olympia is about equal distance. If a student hasn't exactly decided what department they want to work in; the clinicals at Arbor Health give the student experience in several different areas.

Work has begun on a Nurse Tech program and it has been successful at Providence Centralia Hospital. The tech students have a QR code on their nametags that has their level of their educational assessment and the student assists the nurse up to that level. Nurse techs have a 70% retention rate, they work the floor, and rotate through the departments. It helps the nursing student determine their career pathway.

The Nursing Department has well-rounded clinicals and includes a small clinic in Centralia and the Chehalis School District. This county has many varied outreach opportunities and the students get to experience several different clinical setups.

Clinicals are beneficial to the facility as well as the students. The transition into residency tends to be smoother as students are already familiar to the facility.

Jenny closed by stating that 21 students out of 26 have been hired by Centralia Providence St. Peter Hospital in Olympia; how great is that?

### Running Start Budget – Tariq Qureshi

Tariq Qureshi, Vice President of Finance and Administration, provided a PowerPoint presentation on the Running Start actual budget numbers for FY 2023 and the projections for 2024 Running Start numbers. The enrollment numbers are provided by the State Board for Community and Technical Colleges (SBCTC).

The 2023-24 estimated revenue and expenses are quite conservative and were explained in detail. There should be a surplus of approximately \$475,000.

The distribution areas have been the same amount for a long time. Faculty increments are paid for out of Running Start funds. Running Start money is less restrictive. The current distribution list has been in place for longer than anyone can remember and needs some revisions. The Virtual Desktop Infrastructure (VDI) may be discontinued and replaced with a move to Google Chromebooks.

Dr. Mohrbacher reiterated that the trustees approve the budget in June. If any changes are made to the distribution list, those changes will be included in the June presentation to keep the trustees aware of any variations in the process.

Tariq reported that the Running Start revenues and expenses has normalized somewhat; that is a good sign. Reviewing the five-year trend, the revenue has increased 49% and expenses 30% since FY 2017-18.

As the Running Start Full Time Equivalent (FTEs) increase, the college reserves also increase.

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

Board Chair Court Stanley called the meeting to order at 4:02 p.m.

### **2. Roll Call**

Board members present:

- Court Stanley
- Annalee Tobey
- Mark Scheibmeir
- Chris Thomas

### **3. Introductions/Presentations:**

Liselotte Thompson, Dean Centralia College East and Transitional Studies, acknowledged Vann Cantin for her effort in organizing the recent art show. The art is from her students and classes as well as some community members.

CC East is transitioning to a new computer lab; CC East will be able to have students here taking classes on the Centralia campus. A grant from Amazon enabled us to implement this new lab.

### **Open Forum**

No one requested to speak in open forum.

#### **4. CONSENT AGENDA**

##### **Adoption of Minutes:**

It was MOVED BY Chris Thomas THAT THE BOARD APPROVE THE REGULAR MINUTES OF March 14, 2024 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

##### **Reordering of the agenda**

###### Reordering of the agenda

Dr. Mohrbacher requested a reorder of the agenda to add the Reserve Budget presentation to Item 15 New Business.

It was MOVED BY Chris Thomas THAT THE BOARD APPROVE THE REORDER OF THE APRIL 11, 2024 BOARD AGENDA TO INCLUDE THE RESERVE BUDGET PRESENTATION UNDER NEW BUSINESS. THE MOTION CARRIED UNANIMOUSLY.

#### **Policy Governance**

##### Policy Updates

Dr. Mohrbacher reported Institutional Effectiveness (IE) reviewed four policies for their second reading at the April 3, 2024 meeting. 1.020 – Alcoholic Beverages, 1.195 Network Acceptable Use, 1.245 Posting & Distribution of Materials, and 1.293 Security Cameras. Eighteen policies came under review as first reading; they will be discussed at the May 1, 2024 IE meeting.

Dr. Mohrbacher added that all of the policies are available for review by the trustees if so inclined. The policies are made available on the college website usually within a week after passage at IE. [Centralia College Policies](#)

#### **5. Trustee Reports**

Annalee Tobey spoke with Christine Fossett this week and caught up with Foundation news.

Mark Scheibmeir attended the second round of “Conversations with the President” event on March 27, 2024. The attendees engaged in an informal discussion regarding Foundation activities and discussed a variety of topics related to community and workforce development. Mark encouraged the trustees to attend one of these events if time permits.

Christine Fossett added that she continues to hear really good feedback regarding these events.

Court Stanley reported he met with the State Auditors regarding the upcoming audit of the college's financial documents on Monday, April 1, 2024. The auditors seem like they will be easy to work with.

Chris Thomas reported he met with other community health care leaders and other organizations throughout the community.

Representative Peter Abbarno spoke at the Chamber Forum this morning where he provided a legislative recap.

#### WA-ACT

The 2024 ACT Spring Conference is Thursday, May 2 and Friday, May 3 at the Yakima Valley College Conference Center in Yakima, WA. The conference promises to be a gathering of inspiration and insight. Yakima Valley College will also be providing college tours. Mark Scheibmeir, Court Stanley, Pretrina Mullins, and Annalee Tobey are all registered and will be attending the event.

#### ACCT

No report given.

#### CC Foundation

No report given.

### **6. President's Report**

Dr. Mohrbacher reported that the ongoing changes to the Financial Aid (FA) application and awarding processes continue to be tracked. Unfortunately, the FA Office does not expect to receive FA information on individual students until early June. This leaves little time for processing for summer aid and puts FA far behind on the schedule for fall. There is a sudden uptick in national news about this delay and people are starting to notice. The universities do not share the same sense of urgency as the community colleges have. Without their sense of urgency, the community college system won't be able to count on any statewide policy shifts or external funding to help mitigate the issues.

Dr. Mohrbacher, Tariq Qureshi and Zach Queen traveled to Anaheim, CA to present "*Bring Back the College Bookstore! And Have fun Doing It!*" at the League for Innovation in the Community College Conference. The presentation stated that not only is the college running a bookstore, it is making money and has proven to be a good resource for the students. The chancellor for the Seattle District was there and asked Zach if he will be available for some consulting work with the Seattle District. The Seattle District is coming to an end of their 3<sup>rd</sup> party contracts and a decision must be made on whether they run their own bookstore or contract the service out again.

Dr. Mohrbacher met with Kelly Smith Johnston, Mayor of Centralia, to discuss future development plans for both the college and the city. If the city can work on making Oak or Washington Streets look inviting, then perhaps the college can work on signs or something pertaining to street beautification. The college doesn't really have a front door, so maybe working with the city can help with this issue.

Dr. Mohrbacher reaffirmed that the Seattle to Portland (STP) bicycle ride will not be using the college's athletic field.

Dr. Mohrbacher provided additional information regarding the recent challenges with outgoing emails due to several new student email accounts being utilized for spamming activities. As a result, Microsoft temporarily restricted the college's ability to send emails as a protective measure. The situation continually evolved, but in response, Information Technology Services (ITS) disabled the student accounts (approximately 150) involved in the spamming and implemented new restrictions on student email usage. These restrictions limit the number of emails a student can send outside the college domain within a specific timeframe. ITS will monitor it but should not affect regular student usage. Google had also marked the college domain as a spamming domain. Additionally, ITS activated other anti-spamming protections as recommended by Microsoft. Arctic Wolf features will be implemented soon; Arctic Wolf is a cyber security company that provides security, managed detection, response, risk, and security awareness to mitigate exposure to cyber threats.

**7. SAALT**

No report given.

**8. Faculty**

No report given.

**9. Classified**

No report given.

**10. Instruction**

Connie Smejkal, Vice President of Instruction, provided an update to the sabbatical process. One applicant, Brian Rauscher, Faculty Counselor, was awarded his sabbatical for winter term 2024-25. He will be studying the student intake processes at other schools to see how other institutions enroll new students.

Dr. Mohrbacher added that sabbaticals are included in the faculty Collective Bargaining Agreement (CBA). Full time faculty members who have been employed at least six years are eligible to apply for a sabbatical. Faculty can apply once every five years and the length of the sabbatical can be one, two, or three quarters in length. Faculty members must write their proposal, what they intend to do, and how their sabbatical will benefit the college in a report to the college. A committee meets and reviews the applications to determine whether they are valid. Pay depends on the length of their sabbatical but faculty members are getting some compensation.

Connie acknowledged and commended the work of the Human Resources team. Instruction has recently hired for ten positions and HR has devoted time and effort to ensure the Instruction Office is fully staffed for fall.

## **11. Human Resources & Equity**

Joy Anglesey, Vice President of Human Resources and Equity, reiterated that there has been quite a bit of hiring. The open positions report demonstrates that faculty membership is growing and hiring is still continuing.

The turnover rate was good for the month of March. New hires and terminations brought the percentage up to 3% which is very reasonable. Retirement season is coming with June approaching; the percentage is easy to explain when that happens.

Supervisor training began Wednesday, April 10 with 41 participants from 15 colleges. There will be additional supervisor training in April; it is a mandatory training for supervisors. In June, training will begin on employee engagement.

Human Resource Management Commission (HRMC) members kept asking for supervisor training and Joy decided to quit waiting for “someone” to implement the training series. Employees need to be trained on how to be good supervisors; it helps with employee retention. As an aside, Joy mentioned that within the community college system, often times we wait for someone else to implement. We now have a number of people from other colleges signed up to participate in training.

Court Stanley added that he attended Structured Decision Making. He found it to be fascinating because it separates values from facts and science. The stakeholders must learn when values need to be kept but also when to integrate them or not.

Joy will be attending the Work Human Conference in Austin, Texas next week to focus on recognition, engagement, and how to better retain employees.

April is Sexual Assault Awareness Month and the first discussion was on statistics and facts. Next week, Hope Alliance will be hosting Bystander Training. The third week focuses on Human Trafficking within the Latinx community and the fourth week will be regarding Title IX.

## **12. Student Services**

Dr. Robert Cox, Vice President of Student Services, followed up on the Running Start budget presentation. His office works with the Business Office when billing for the local area high schools Running Start students. Tariq had estimated 393 Running Start students for the winter quarter budget and winter quarter billing was for 457 Running Start students for winter quarter. The spring quarter budget estimate was 372 and the actual number was 430 students.

The State Board for Community and Technical Colleges (SBCTC) provides the college the Running Start numbers and it is never the actual number billed. Final numbers from the Business Office are needed to ensure correct billing. A record number of students are currently enrolled in Running Start; there will be over 500 in head count this spring.

Annalee Tobey added that Running Start students at the local high school are basically on their own. The students don't receive any assistance from the high school. Annalee intends to speak to her local area high school about some structure and how the high schools can better support the Running Start students. To continue to ignore the growing number of Running Start students is not a good long-term solution.

Dr. Cox noted that Running Start provides an opportunity to close equity gaps for many students. Dr. Cox thinks that the next legislative session will provide help for dual credit programs such as Running Start, College in the High School, etc.

Dr. Cox talked about some of the challenges with financial aid changes. He reported that if students haven't paid for their college or have a promise to pay through a payment plan or a third-party vendor promise to pay, then students are dropped by the census date. If students are not dropped, then it is considered gifting state resources.

Dr. Mohrbacher added that by the May 2024 meeting, there may be some student funding strategies that will require board approval. There has been discussion with the SBCTC about rolling back the census date and some funds have been identified and set aside for students. If student aid is awarded prior to receiving the Department of Education (DOE) information, this could result in a reduction to the student's award in the middle of the year. This situation should be avoided because students are more likely to drop out if the change to their financial aid package is significant.

Scholars Haven is a partnership with Centralia High School, United Way, Centralia College, and the City of Centralia. The plan is to house eight students from April 1 through Aug. 31 while working to find a more permanent housing solution. They will enroll in Centralia College's Running Start program, making them eligible to be housed at the Collegiate Housing International (CHI) apartments, which are exclusively for Centralia College students. Not all of the students are on the college-bound track, so some of them are enrolling in a one credit student success course. Others might be taking additional courses, allowing them to remain students at the high school where they have connections and resources, and be connected to the college, which might inspire them to continue their education.

Dr. Cox and Connie Smejkal provided a Guided Pathways update:

- 1) Currently, work is underway to track students using codes of subplans. Students will be tracked by meta-major, area of study, associate's degree, and associate subset of psychology. This is the first step in being able to track students appropriately for reporting purposes.
- 2) Work to structure the intake process around the areas of study. Students are assigned discipline advisors but they are not aligned with the areas of study. Once students are able to be tracked, students will receive general advising after their first quarter. The students will be aligned with their meta-major area of study faculty advisor in subsequent quarters.
- 3) Every student, regardless of where they start or what their interest, will begin their educational journey at the Welcome Desk. All the basic enrollment processes will be done there before the prospective student is registered.
- 4) The Institutional Research Office is extracting data on student enrollment patterns and equity gaps. IR discovered approximately 50% of students register in open enrollment (not meeting with an advisor) Is there a correlation between last minute registration and varying degrees of success? If there is a clear delineation between late enrollment and student success, then a policy will be created to stop registration. From that point on it would be "Let's prepare you for the following quarter."
- 5) The EAB Navigate tool is continuing to expand. A statewide Request for Proposal (RFP) student success tool has Student Services cautiously optimistic that EAB Navigate will be selected.

6) Brian Rauscher, Faculty Counselor, will be spending his sabbatical exploring advising models from Guided Pathways schools. It is hopeful that he will also be able to boost career services for exploratory students.

Connie added that Instruction has begun work on implementing the four-day schedule for fall 2024. The summer/fall schedules will be arranged together and the winter/spring schedules will be available this fall. This “two by two” scheduling will eventually get the college to an annual schedule. When students come in for intake, a schedule can be determined for them a year in advance. This will help determine class need and be more efficient in creating the class schedule. The goal is to have an annual predictable schedule for students in FY2026.

The college has implemented a mandatory College and Career Success course. The class was made mandatory in summer 2023 and every student must take this course within their first two quarters. The goal is for students to connect with their instructors earlier as well as receive information that is relevant for them. When this course ran as a pilot program, there were several different types of students in the room, on separate pathways, and some students did not find the information useful. Using this knowledge, the course is now more specifically designed. Students enroll in their pathways: science, business, and industrial trades with courses designed more specifically for those students interested in those pathways.

### **13. Administrative Services**

Tariq Qureshi, Vice President of Finance and Administration, provided some team highlights for the month of April.

Bookstore sales have increased and are up 8% from last year. Zach Queen’s strategy is a product mix; there is apparel and gifts with higher profit margins. The Trailblazer Trunk opened in the gym during games. It grossed \$1,500 in sales in its first month. The reason other colleges are moving away from bookstores is declining sales and profit margins.

Food Service revenues are also up. Revenues have increased every month and it is hopeful this trend will carry into the coffee and espresso services. In the past, the college subsidized the cafeteria and coffee shop and has paid over \$100,000 in services last year. The college is saving money by operating those services and increasing sales in these areas.

Budget managers are continuing to be trained on the new budget tools that are available. Training sessions using the Tableau tool for budget planning processes are being scheduled for May 7, 2024. This learning tool has been discussed in President’s Cabinet with more in-depth personnel data available to them in their division.

The Business Office is working with the state auditors; so far so good.

The Information Technology Services (ITS) continues to work through the email kinks. The entire ITS Team put in the hours to make things right. ITS has started the onboarding process with Arctic Wolf. Centralia College is one of the few colleges taking a proactive approach to engaging our own cyber security contractor for the first year. Casey Schmidt and Anita Carr secured a one-year grant of \$100,000; Arctic Wolf cost \$120,000. Within our system, there are five colleges who have been victims of ransom ware.



The Teacher Education and Family Development (TEFD) project will most likely be listed at number 9 on the reprioritization list for the 2025-27 biennium. Demolition of the first house at 415 S. King Street is slated to begin on Monday, April 15, 2024.

#### **14. Foundation**

Christine Fossett, Associate Vice President of Advancement, reported the batting cages should be completed next week. There will be an open house where you can go inside and see the beautiful suite upstairs.

Banner sales for the athletic field have not been what Christine expected. There are three banners on the field and temporary signage acknowledging that it is Bob Peters Field. The temporary signs may be up a few years; the Foundation is waiting on a sign permit from the city.

The Foundation invites everyone to attend next week's planning meeting on Wednesday, April 17, 2024 at 4:00 p.m. Light refreshments will be served. There will be a concise presentation from this year's president and the incoming president. The incoming president has a themed presentation of what he wants his term to be; he is very conscientious about tying into college needs.

The Foundation Night at the Theater and the Jazz Band Concert invitation has been sent; please note the date change of the concert from June 12 to June 5, 2024.

The Distinguished Alumni and Legacy Award recipients have been selected.

Work begins tomorrow on determining who is awarded Hanke mini-grants.

The Exceptional Faculty has five candidates and the committee meets Monday, April 15, 2024.

The scholarship process is coming to a close. Students have until Monday, April 15, 2024 to complete their application. Currently, there are approximately 100 applications less than last year.

Hampton Lumber is donating a \$25,000 endowment to the Foundation. They are very tied in to CC East and proud of what they have done for the college.

The Centralia Farmers Market will be on campus starting Friday, May 3, 2024 and will continue the first Friday of every month from 11 a.m. through 4:00 p.m. May through September.

Mark Scheibmeir commended the Foundation for ensuring the tenure announcements were published in the local paper.

Chris Thomas suggested Chamber consider hosting "Business After Hours" in conjunction with the College Bookstore.

#### **15. New Business**

##### **Budget Updates**

Tariq Qureshi, Vice President of Finance and Administration, provided a presentation on the college reserve position, the liquidity position, and the fund position for the college at the end of last fiscal year.

College reserves ended with approximately 2.6 million and are allocated by each division. Allocation is based on the size of the division with Instruction being the largest.

The PowerPoint presentation gave specific numbers and estimated balances in the reserves account. In the current environment, the college did a strategic investment pool which is higher yielding.

Tariq explained the Total Reserve Balance, the FY 2023 Estimated Balances for District 12 Centralia College, FY 2023 Estimated Fund Balances and a list with dedicated fund balances from FY22 and FY23.

If the college needed money, it is available. Compared to peer institutions, Lower Columbia, Grays Harbor, and Peninsula Colleges, Centralia is sitting well with cash, money markets, and bonds. The reserve funds are in investments.

### Legislative Priorities Survey

Dr. Mohrbacher provided an overview of the SBCTC 2025 Legislative Priorities Survey. SBCTC has completed one round of polling the colleges on their priorities. Priorities have been narrowed down to this list.

The Washington Association of Community and Technical College (WACTC) presidents is using a two-survey process to identify 2025 legislative priorities to recommend to the State Board. The first survey asked presidents, in consultation with their campus communities, to rank five categories:

- 1) Compensation
- 2) Diversity, equity and inclusion (DEI)
- 3) Information Technology and cybersecurity
- 4) Workforce Education
- 5) Basic Education for Adults

and to also identify any additional categories important to their colleges.

This second survey includes the five categories from the first survey, plus dual credit, safety and security, and additional options under student services and workforce education.

Similar to the first survey, it was recommended to work on this second survey with the executive team, trustees and, if possible, faculty, staff, and students.

Dr. Mohrbacher said compensation and IT/cybersecurity are his top two priorities. He thought that the other priorities listed need to be more specific; the vague ask is more likely to be rejected by the legislators.

The next step is for Dr. Mohrbacher to respond to the survey. Any feedback and editorial comments are appreciated. Dr. Mohrbacher must respond by Tuesday, April 30, 2024.

### **Old Business**

#### Strategic Planning

Dr. Mohrbacher for Fia Eliasson-Creek, Executive Director of Institutional Research, reported group discussion focused on what should be accomplished and outcomes.

Goal 3.1 used the word “expanding.” There is a recommendation to remove the word “expanding” because goal 3 also pertains to programs that may need to change to meet the current needs of employers, programs that need modifications, programs that need to grow and perhaps even the sun-setting of some programs. There are other aspects to this goal; not just expansion. The word “expanding” is not quite appropriate.

Every spring, a report on programs and partnership will be generated which will include a list of new programs to be developed.

It was MOVED BY Chris Thomas THAT THE BOARD APPROVE THE REMOVAL OF THE WORD “EXPANDING” FROM STRATEGIC GOAL 3.1 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

There was further discussion. Annalee Tobey cautioned that if the word expanding is eliminated then it means the college is not moving forward.

Dr. Mohrbacher stated that more programs would be added but perhaps only enroll half as many students.

Christine Fossett suggested that the key word here is “Meet.”

Chris Thomas suggested substituting the word “diverse” or eliminating the word completely. If the college is meeting the needs, then the needs are being met.

Dr. Mohrbacher further explained the objectives. The first objectives entail keeping students on a pathway (part of the Guided Pathways work). Objective 1.1.2 and 1.1.3 ensure a student has declared a pathway and an academic plan before completing 30 credits. Objective 1.1.3 states that 90% of degree-seeking students are on-track with their education plan by year two.

Objective 1.2.1. is about graduation. Centralia College currently does not have the highest graduation rate. The graduation rate tracked by the State Board for Community and Technical Colleges (SBCTC) is 48%, which is the highest in the state. Centralia College is at 40% graduation rate and the goal is to be higher than 48%. There was some discussion on the feasibility of attaining this goal; it is not impossible for Centralia to achieve this goal.

Objective 1.3.1. - Centralia’s baseline retention rate is 53%; the goal is to achieve 62% or higher. Some of these targets may be stretch targets but that pushes efforts to be better. At the same time, the goals can’t all be stretch goals; realistic ones are needed too. This is definitely a stretch goal but it is possible to get to pre-pandemic levels.

Tools that can help the college measure progress are the Community College Survey of Student Engagement (CCSSE). It is a well-established national survey that helps institutions focus on good educational practices and identify areas in which they can improve their programs and services for students.

Another survey is the Noel-Levitz; it may be utilized to get the information on Goal 2.1 and 2.2 as well as 3.2. and may be the best way to measure those goals.

Dr. Mohrbacher noted that streamlining college processes is worthwhile; however, there is no definitive list of college processes. President’s Cabinet has recently started compiling a list of processes that need improving. The list currently has approximately 45 processes from all different areas on campus. Next steps are to map and determine how to make the processes more efficient.

There was additional discussion on reducing the carbon footprint of the physical plant; there is a report completed by Facilities, Operations, and Maintenance (FOM) on a yearly basis. The trustees asked whether the Robert O’Neill Natural Area (RONNA) could offset the college’s carbon footprint. The answer is that the college can count

RONNA's impact as part its own goals, but that does not figure into the state reporting or the Clean Buildings Act requirements.

Dr. Mohrbacher stated there will be action plans associated with these goals. The objectives will be on the May agenda to discuss any feedback as the process moves forward.

**16. Executive Session**

Under RCW 42.30.110, the board may hold an executive session for the purpose of reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation or to review professional negotiations; or considering the sale or acquisition of real estate. There was no executive session.

**17. Action from Executive Session**

There was no executive session.

**18. Announcement of Upcoming Meeting Date and Place:**

The next board meeting will be Thursday, May 9, 2024 via WebEx and Centralia College Boardrooms, Centralia, WA.

**19. Comments**

The board retreat needs to be scheduled. The proposed date of July 11, 2024 was suggested and dismissed. It was proposed that Thursday, June 27, 2024 may work; if this date works well for Pretrina Mullins it will be added to the trustee calendars.

**Adjournment**

The meeting adjourned at 6:00 p.m.

**APPROVED:**

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*Court Stanley, Board Chair*

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*Dr. Bob Mohrbacher, Board Secretary*