

**Cowley College
Board of Trustees Official Minutes**

May 26, 2023

I. Call to Order

The special meeting of the Board of Trustees of Cowley College was called to order on May 26, 2023, at 12:00pm via Zoom.

Trustees Present

- Brett Bazil, Chair**
- Dr. Steve Abrams, Vice Chair**
- Dr. Alan Marcotte, Trustee**
- Bob McGregor, Trustee**
- David Stanley, Trustee**
- Gary Wilson, Trustee**
- Glennis Zimmerman, Trustee**

Staff

- Dr. Michelle Schoon, President**
- Tiffany Vollmer, Board Clerk**
- David Andreas, Legal Counsel**
- Holly Harper, VP of Finance and Administration**
- Janice Stover, Interim VP of Academic Affairs**
- Rama Peroo, Dir. of Institutional Communications and Public Relations**
- Bryan McChesney, Systems Administrator**

The Invocation was presented by Glennis Zimmerman and the College Mission Statement was read by Chair Bazil.

II. Procurement

A. Winfield Site Windows and Doorways Replacement - KBOR Capital Outlay Tech Ed Grant Funds Funds provided through the State for Career Technical Education Capital Outlay may be used for the purpose of construction, reconstruction, repair, remodeling, additions to, furnishing and equipping of buildings. The Winfield windows and door entrances have been scheduled to be replaced for the last several years. We have funding remaining in the grant funds to complete this project this summer. These funds are paid each year through the State and must be encumbered by June 30 of each fiscal year. We were able to locate to companies to bid the project.

Vendor	Location	Total
Ark City Mirror & Glass Co	Arkansas City, KS	\$392,768.85
Wickham Glass	Wichita, KS	\$343,500.00

Gary Wilson introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees approves the contract with Wickham Glass to replace the windows and doorways at the Cowley Winfield location for \$343,500 funded through the KBOR Capital Outlay Tech Ed Grant.

The motion was seconded by Bob McGregor and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

III. Personnel Transactions

Dr. Schoon has authorized the following personnel transactions and requested Board approval:

Resignations:

- Tanner Brock, Assistant Coach – Men’s and Women’s Soccer, effective June 9, 2023.

Staff:

- Rikki Hettenbach, Wellness Center Manager, at an annual salary of \$42,892, plus staff fringe benefits, effective August 1, 2023.
- Rebecca Holman, Student Life Counselor, at an annual salary of \$56,097, plus staff fringe benefits, effective July 24, 2023.
- Andrea Major, Fitness Trainer, at an annual salary of \$30,000 + training fees, plus staff fringe benefits, effective June 1, 2023.
- Blake Smith, Head Athletic Trainer, at an annual salary of \$47,721, plus staff fringe benefits, effective June 1, 2023.

Bob McGregor introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees approves the personnel transactions as presented.

The motion was seconded by David Stanley and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

IV. First Executive Session

Chair Bazil introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees recess into executive session to discuss non-elected personnel, regarding faculty negotiations, pursuant to the exception related to non-elected personnel, for 20 minutes, beginning at 12:08pm and reconvening in open session at 12:28 on the public Zoom. The Board requested David Andreas, Dr. Michelle Schoon, Holly Harper and Janice Stover be present in the executive session.

The motion was seconded by David Stanley and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

The meeting then resumed in open session at 12:28pm on the public Zoom.

V. Second Executive Session

Chair Bazil introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees recess into executive session to discuss non-elected personnel, regarding faculty negotiations, pursuant to the exception related to non-elected personnel, for 10 minutes, beginning at 12:28 p.m. and reconvening in open session at 12:38 p.m. on the public Zoom. The Board requested David Andreas, Dr. Michelle Schoon, Holly Harper and Janice Stover be present in the executive session.

The motion was seconded by Gary Wilson and the following votes were cast:

Brett Bazil	Aye	David Stanley	Aye
Dr. Steve Abrams	Aye	Gary Wilson	Aye
Dr. Alan Marcotte	Aye	Glennis Zimmerman	Aye
Bob McGregor	Aye		

Motion carried.

The meeting then resumed in open session at 12:38 p.m. on the public Zoom.

XII. Adjournment

With no other business to be considered, Chair Bazil declared the meeting adjourned at 12:38 p.m.



Tiffany Vollmer
Board Clerk