

## Mins Board of Governance Special Meeting

Jul 19, 2022

4:45 PM JCFA East

- Welcome by Chair
  - 5:04pm call to order
    - Documentation of attendance: Stephen Andrieu, Leslie Levoy, David Magee, Derek Wiltz
- Public Comment on 2022-2023 Budgets
  - Chair called for public comments & noted that budget was available for public review for 30 days
    - Meeting delayed to allow for additional attendees
    - No public comment
- Adjournment
  - Motion to adjourn at 5:06pm: David Magee
    - Second: Derek Wiltz
    - Motion passed by unanimous vote

## Board of Governance Special Meeting

Jul 19, 2022

5:00PM JCFA East

- Welcome by the Chair
  - 5:07pm call to order
    - Documentation of attendance: Stephen Andrieu, Leslie Levoy, David Magee, Derek Wiltz
- Voting Items
  - Consideration of the meeting minutes from June 14, 2022
    - Public Comment
      - No public comment
    - Motion to accept meeting minutes waiving the reading of minutes: Derek Wiltz
      - Second: David Magee
      - Motion passed by unanimous vote
  - Consideration of the nomination of Mina Jalai Hogan for board membership
    - Public Comment
      - No public comment
    - Motion to accept the BOG member application for Mina Jalai Hogan: Derek Wiltz
      - Second: Stephen Andrieu

- Motion passed by unanimous vote
- Consideration of the resignations of Michael George and Alison Shih from the board
  - Board chair would like to thank both members for their service to the organization
  - Public Comment
    - No public comment
  - Motion to accept the resignations of board members Michael George and Alison Shih: David Magee
    - Second: Derek Wiltz
    - Motion passed by unanimous vote
- Consideration of updates to the Faculty/staff handbook
  - Executive Director reviewed proposed updates to handbook
  - Public Comment
    - No public comment
  - Motion to accept the updates to the Faculty/Staff Handbook: Stephen Andrieu
    - Second: David Magee
    - Motion passed by unanimous vote
- Consideration of student handbook revisions
  - Executive Director reviewed proposed updates to handbook
  - Public Comment
    - No public comment
  - Motion to accept the updates to the Student Handbook as well as an allowance for additions required by legislative updates: David Magee
    - Second: Derek Wiltz
    - Motion passed by unanimous vote
- Consideration of the 2022/2023 auditor
  - Public Comment
    - No public comment
  - Motion to approve using Ericksen Krentel for audit: David Magee
    - Second: Stephen Andrieu
    - Motion passed by unanimous vote
- Consideration of maintaining the lease for CTK
  - Executive provided update on renovations for CTK and reviewed options for the lease
  - Public Comment
    - No public comment
  - Motion to table the conversation for maintaining the lease for CTK until the August retreat with the directive to review language of the contract: Leslie Leavoy
    - Second: David Magee
    - Motion passed by unanimous vote
- Consideration of the 2022 budgets for W1A, W1D and 026123

- 4th Sector representatives and Executive Director presented budgets
- Public Comment
  - No public comment for Lafayette (W1D)
- Motion to approve the budget for Lafayette (W1D): David Magee
  - Second: Stephen Andrieu
  - Motion passed by unanimous vote
- Public Comment
  - No public comment for JCFA-East (W1A)
- Motion to approve the budget for JCFA-East (W1A): Derek Wiltz
  - Second: Stephen Andrieu
  - Motion passed by unanimous vote
- Public Comment
  - No public comment for JCFA (026123)
- Motion to approve the budget for JCFA (026123): Stephen Andrieu
  - Second: Derek Wiltz
  - Motion passed by unanimous vote
- Executive Director's Report
- Motion to adjourn at 7:19pm: David Magee
  - Second: Stephen Andrieu
  - Motion passed by unanimous vote

## Board of Governance Meeting Mins

June 14, 2022

5:00 PM JCFA East

- Welcome by Chair
  - 5:12pm call to order
  - Documentation of attendance: Stephen Andrieu, Caycee Francis, Leslie Levoy, David Magee, Derek Wiltz
- Voting Items
  - Review and approval of minutes from May 31st special meeting
    - Motion to accept meeting minutes waiving the reading of minutes: Derek Wiltz
      - Second: David Magee
      - Motion passed by unanimous vote
  - Set the calendar for 22/23 BOG meetings
    - Motion to set the calendar as presented for the 2022/2023 BoG meetings: David Magee

- Second: Derek Wiltz
  - Motion passed by unanimous vote
- Name authorized agents for the board, recommended it is the Chair, Secretary, Treasurer, and Executive Director
  - Motion to approve the authorized agents for the board as Board Secretary, Board Treasurer, Board Chair, and Executive Director: David Magee
    - Second: Derek Wiltz
    - Motion passed by unanimous vote
- Renewal of JCFA lease with Delgado for 475 Manhattan
  - Motion to approve the renewal of the JCFA lease with Delgado for 475 Manhattan: Derek Wiltz
    - Second: Caycee Francis
    - Motion passed by unanimous vote
- Approval of 2022-2023 Health Insurance
  - Motion to approve the health insurance plan for the 2022-2023 school year: Stephen Andrieu
    - Second: Caycee Francis
    - Motion passed by unanimous vote
- Executive Director's Update
  - Announcement of graduation dates for each campus
  - Reviewed the Credit Attainment Policy
  - Employee engagement plans
  - Upcoming events including Founders Day & Christmas in July
  - Open Application Period ends on 6/15/2022 - review of applications accepted during that period
- Adjournment
  - Motion to adjourn at 6:00pm: David Magee
    - Second: Derek Wiltz
    - Motion passed by unanimous vote