

**NCCA COMMUNITY COLLEGE ASSOCIATION
BOARD OF DIRECTORS
Third Quarter Meeting Minutes
August 5, 2013**

1. PUBLIC MEETING NOTICE

All NCCA Board of Directors, Area Presidents, and the general public having been duly notified the third quarter meeting of the NCCA Board of Directors was held August 5, 2013, at the Columbus Campus of Central Community College. President Feit stated the public meeting notice was published in the Lincoln Journal Star and the Columbus Telegraph on July 29, 2013. He also stated that the rules for the Nebraska Public Meeting Laws were available for public viewing. The public meeting notices are attached to these minutes.

2. ATTENDANCE

Directors Present:

President Robert Feit – Southeast
Vice President Kent Miller – Mid-Plains
Secretary Tom Perkins – Western Nebraska
Steve Anderson – Northeast
Linda Aerni for Treasurer Sandra Borden – Central
Diane Keller – Central
Ernie Mehl – Mid-Plains (arrived at 10:20 a.m.)
Shirley Petsche – Northeast
Lynn Schluckebier – Southeast

Directors Absent:

Merlyn Gramberg – Western Nebraska

Staff Present:

Dennis Baack – Executive Director
Melanie Williams – Administrative Assistant

Also present: Dr. Greg Smith – Central, Ryan Purdy – Mid-Plains, John Davies and Dr. Michael Chipps – Northeast, Dr. Jack Huck – Southeast, and Dr. Todd Holcomb – Western Nebraska.

3. CALL TO ORDER AND QUORUM DETERMINATION

President Feit called the meeting to order at 10:10 a.m. and asked for roll call and quorum determination. Present and responding were eight board members representing their respective area governing boards. It was determined that a quorum was present.

4. APPROVAL OF AGENDA

President Feit asked for any additions or changes to the agenda. There were none.

MOTION BY LYNN SCHLUCKEBIER AND SECOND BY LINDA AERNI that the NCCA Board of Directors approve the meeting agenda as presented.

President Feit asked for any objections or discussion. There was none.

A roll call vote was taken.

Voting Aye: Aerni, Anderson, Feit, Keller, Miller, Perkins, Petsche, Schluckebier

Voting Nay: None

Absent: Gramberg, Mehl

RESULT: Motion carried eight (8) ayes, no nays, and two (2) absent.

5. APPROVAL OF MINUTES

President Feit asked for any corrections or changes to the June 6, 2013, meeting minutes. There were none.

MOTION BY DIANE KELLER AND SECOND BY LYNN SCHLUCKEBIER that the NCCA Board of Directors approve the June 6, 2013, meeting minutes as presented.

President Feit asked for any discussion. There was none.

A roll call vote was taken.

Voting Aye: Aerni, Anderson, Feit, Keller, Miller, Perkins, Petsche, Schluckebier

Voting Nay: None

Absent: Gramberg, Mehl

RESULT: Motion carried eight (8) ayes, no nays, and two (2) absent.

6. TEAM 2 / BUDGET & PERSONNEL COMMITTEE

a. Approval of 2014 NCCA Budget

Miller stated that preliminary approval was given to the 2014 budget at the second quarter meeting. He asked for any questions or comments. There were none.

MOTION BY KENT MILLER AND SECOND BY TOM PERKINS that the NCCA Board of Directors approve the 2014 NCCA budget as presented.

President Feit asked for any comments or questions. There were one.

A roll call vote was taken.

Voting Aye: Aerni, Anderson, Feit, Keller, Miller, Perkins, Petsche, Schluckebier

Voting Nay: None

Absent: Gramberg, Mehl

RESULT: Motion carried eight (8) ayes, no nays, and two (2) absent.

b. Executive Director's Evaluation

Miller stated that he had received eight evaluations and had emailed everyone the compilation of the evaluation. Team 2 discussed and reviewed the results with Baack with the only suggestion being to add a signature section for the Executive Director and representative of the NCCA Board to sign after the acceptance of the results. Miller asked for any questions or comments. There were none. Action will be taken on extending the Executive Director's contract will be taken at the fourth quarter meeting.

c. Recommendation and Approval of New Auditor Contract

Miller stated that Team 2 reviewed the bids received and agreed to continue to use Grafton and Associates.

MOTION BY KENT MILLER AND SECOND BY STEVE ANDERSON that the NCCA Board of Directors approve the continuation of Grafton and Associates as the auditor for the Association for a period of three years.

President Feit asked for any further discussion or comment. There was none.

A roll call vote was taken.

Voting Aye: Aerni, Anderson, Feit, Keller, Miller, Perkins, Petsche, Schluckebier

Voting Nay: None

Absent: Gramberg, Mehl

RESULT: Motion carried eight (8) ayes, no nays, and two (2) absent.

7. BOARD MEMBER EVALUATION INSTRUMENT APPROVAL

Perkins stated that the Board had previously discussed the board member evaluation instrument at the second quarter board meeting. He then asked for the Board to approve the instrument and try it for a year. At the end of that year, the Board can re-evaluate the instrument and determine if it was helpful. His hope is that this would enable the Board to promote student success and that the Board would be knowledgeable about the NCCA's role and mission. Perkins then stated that the instrument can be sent out in September with review at the fourth quarter meeting.

MOTION BY TOM PERKINS AND SECOND BY KENT MILLER that the NCCA Board of Directors accept on basis the Board Member Evaluation Instrument which will be sent in September, reviewed at the fourth quarter board meeting, and re-evaluated in one year.

President Feit asked for any further discussion or comment. There was none.

A roll call vote was taken.

Voting Aye: Aerni, Anderson, Feit, Keller, Mehl, Miller, Perkins, Petsche, Schluckebier

Voting Nay: None

Absent: Gramberg

Result: Motion carried nine (9) ayes, no nays, and one (1) absent.

8. ELECTION OF OFFICERS

President Feit stated that the rotation schedule for officers is as follows:

President Kent Miller – Mid-Plains
Vice President Tom Perkins – Western Nebraska
Secretary Sandra Borden – Central
Treasurer Steve Anderson – Northeast

President Feit then stated that the new officers will assume their duties at the conclusion of this meeting.

9. DATES AND SITES OF 2014 NCCA MEETINGS

Discussion was had regarding the selection of the dates and sites for the 2014 NCCA meeting schedule. It was decided that the meeting dates and sites would be as follows:

First Quarter & Legislative Bill Review – January 24, 2014 – Lincoln
Second Quarter – May 19, 2014 – Norfolk or South Sioux City
Third Quarter– August 4, 2014 – Video Conference
Fourth Quarter & Annual Meeting – November 3 & 4, 2014 – Lincoln

MOTION BY KENT MILLER AND SECOND BY LYNN SCHLUCKEBIER that the NCCA Board of Directors approve the meeting dates and locations of the 2014 NCCA Board meetings as presented.

President Feit asked for any further comment. There were none.

A roll call vote was taken.

Voting Aye: Aerni, Anderson, Feit, Keller, Mehl, Miller, Perkins, Petsche, Schluckebier

Voting Nay: None

Absent: Gramberg

RESULT: Motion carried nine (9) ayes, no nays, and one (1) absent.

10. COUNCIL OF CHIEF EXECUTIVE OFFICERS REPORT

Dr. Holcomb stated that things are going well with the Voluntary Framework of Accountability and then asked Purdy to give an update on the annual meeting. Purdy stated that an update on VFA will be had at 3:30 on the first day of the conference (Monday, November 4) followed by the awards ceremony and dinner. The second day of the conference will begin at 8:30 a.m. and conclude at 11:30 a.m. at the Quality Inn and Suites in North Platte. Committee meetings and the NCCA Board meeting will follow immediately after the conference on campus. Dr. Holcomb then stated that the CEO's have been working with Coordinating Commission on navigating the certification of FTE/REU's.

11. TREASURER'S REPORT

Baack reviewed the financial statements with the Board and asked for any questions or comments. There were none.

12. EXECUTIVE DIRECTOR'S REPORT

Baack stated that he will attending area board meetings in either October or November. He then stated that one evaluation comment referred to updates of the different committees or boards that he sits on. Baack stated that he would gladly send out periodic updates to the Board to keep them informed. Schluckebier suggested just giving updates at each quarterly board meeting. Baack stated that he will do that.

President Feit asked for a list of each board and committee Baack sits on to be included in the next board meeting packet.

13. ACCT STATE COORDINATOR REPORT

Davies reminded the Board that the next ACCT conference will be October 2-5. He encouraged every area to send at least one representative to the conference so that they may vote for Miller who is running for the ACCT board.

14. AREA BOARD REPORT

President Feit asked for any area reports. Petsche stated that Northeast will be building an education center in O'Neill and the community is extremely excited.

15. COMMENTS & CONCERNS OF GOVERNING BOARD MEMBERS

There being no further business, the meeting adjourned at 11:08 a.m.

Robert Feit, President

Dr. M. Thomas Perkins, Secretary