

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL BOARD MEETING**

Tuesday, July 18, 2017 - 10:00 a.m.
LCC Student Success Center Board Room

I. Call Meeting to Order and Establish a Quorum

II. Roll Call

Present: Chairman Daniel J. Romero, Vice Chairman Kenneth Medina, Trustee Michael Adams, Trustee David Gutierrez

Also present: Interim President Ricky Serna, Executive Office Manager Sheryl Ann Yara, Information Specialist, Orlando LeFebre, Cindy Armijo, CJ, Humanities and PTK Carolyn Chavez, Human Resources Director, Elaine Luna, AHEC Director, Maxine Hughes, Nursing, Henrietta Maestas, Registrar, Michael Montoya, Financial Aid, Student Success Center Director, Dr. Sharon Lalla, Vice President of Academics, Donna Flores-Medina, Vice President of Finance, Twila Quintana, PTK, Christine Ludi guest, Deluvina Armijo, guest, Lorraine Bayken, gues, Shannon Ortiz, IT and Mercy Lopez, Las Vegas Optic.

Absent: Secretary Ernie Chavez (Jury duty), Trustee Abelino Montoya, Jr. and Trustee Severiano "Sev" Sisneros.

Pledge of Allegiance

Proposed Changes to the Agenda

Vice Chairman Kenneth Medina moved for no proposed changes to the Agenda. Trustee Michael Adams seconded the motion, with all in favor, the motion did carry.

Approval of the Agenda

Trustee Adams moved for approval of the Agenda. Vice Chairman Medina seconded the motion, with all in favor, the motion did carry.

Approval of the Minutes – (June 20, 2017 Special Meeting Minutes).

Trustee Adams moved for approval of the June 20, 2017 Special Meeting Minutes, Vice Chairman Medina seconded the motion, with all in favor, the motion did carry.

Presidential Update to the Board (Information only)

Interim President Ricky Serna addressed the Board and updated them on a meeting which he, Matthew Cordova and Donna Flores-Medina attended in Los Lunas regarding

the Media Arts Building and funding. Interim President Serna also updated the Board on an application which Dr. Sharon Lalla, Vice President of Academics will be submitting for the Springer and Santa Rosa satellites which will be taken to HLC.

Interim President Serna also update4d on Foundation stating that there must more stability with the Foundation because when the finances are not looking good during an audit, it does not look good on the College.

Interim President Serna then updated on a retreat which was attended by staff where they focused on three critical categories, Banner, a very sophisticated and expensive program, a Performance and Corrective Plan and Retention and Completion.

Lastly, Interim President Serna updated the Board on the bank transfer as payroll checks have already been ordered and on their way and further stated that between 7/31/17 and 8/16/17 we will not be cutting checks for any type of travel, vendor, etc., as bills will be placed on hold for those 10 business days in order to make the transfer and reconcile and make sure we have enough money in our old bank to cover any checks we ill need.

Acknowledgments

At this time the Board recognized Ms. Cindy Armijo who recently retired as an Instructor in the Humanities Department, teaching Criminal Justice as well as the head of Phi Theta Kappa.

Each of the Board Members present thanked Ms. Armijo for her dedication to the students at Luna Community College. Ms. Armijo was also commended for her success with Phi Theta Kappa and the many students whose lives she touched while at LCC.

Ms. Armijo thanked the Board.

Next, the Board acknowledged Mr. Leroy "Huero" Sanchez, past President who departed LCC on June 30, 2017.

Each Board Member present thanked Mr. Sanchez for all he has done for LCC, not only this time around but also when he served as President years ago. Mr. Sanchez was also thanked for moving LCC in a positive direction.

Mr. Sanchez thanked the Board for the opportunity given him.

Both Ms. Armijo and Mr. Sanchez were presented with an appreciation plaque and received a standing ovation.

11:00 a.m., A 10 minute break was taken in honor of the two retirees.

Reports – LCC Board – LCC Committees – LCC Departmental

Human Resources Director, Carolyn Chavez updated the Board as to the hires, fires and retirees with Ms. Cindy Armijo being the only retiree and Mr. Leroy "Huero" Sanchez' departure, new hires, Shannon Ortiz, full time employee with the IT department and Ms. Stephanie Encinias with the Early Childhood Development department.

Next, Dr. Sharon Lalla, Vice President of Academics updated the Board on the things occurring with the different committees which she spearheads. Dr. Lalla also spoke on dates which we need to look at when reports are due to the Higher Learning Commission as well a future visit dates from HED.

Next, Ms. Donna Flores-Medina, Vice President of Finance that at this time, there are no official financial reports.

12:10 p.m., Secretary Ernie Chavez is now present

Informational Items

1. Discussion regarding the EDC (Economic Development Corporation) Community Kitchen.

A brief discussion ensued regarding the upcoming Community Kitchen with each Board Member present asking questions as to how the community kitchen will operate as the issue will be brought back for action at a future meeting.

2. Update on Quality New Mexico.

It was determined by the Board that this issue would be placed on a future Agenda as Trustee Abelino Montoya, Jr. is not present and is a Board Member of Quality New Mexico.

Action Items

1. Review, Discussion and request approval of BAR's (Budget Adjustment Requests).

Ms. Flores-Medina addressed the Board and reviewed the BAR's up for approval for the Board which consisted of SBDC, Grant Renewal (State), Grant Renewal (Federal), SBDC Program Inc., Registrar, STEM-LANL- Carry over, IT Position changes/supplemental contracts, Physical carry over from 16-17, State GO Bond Distribution, AHEC carry over and President payout.

Trustee Adams moved for approval of the BAR's at hand. Vice Chairman Medina seconded the motion, with all in favor, the motion did carry.

2. Discussion, organization and approval of Presidential Search Committee.

A brief discussion ensued as to what the Board will expect of the Presidential Search Committee which was agreed upon by each member.

LCC Legal Counsel Marc Grano addressed the Board and advised that he was asked to reach out to the Higher Learning Commission and one of the things they touched on was transparency and they also provided some information. Mr. Grano suggested getting some community members buy in and have some input as to who the President of LCC will be.

There were some suggestions as to having representatives from the satellites offices and also that the Board would like to hear what they have to say.

Mr. Grano then advised that one recommendation was that HLC likes the fact that we have an Interim President which allows us to have a little more time so we can get more involvement from the community, this is the Board reaching out to the community and it is at the Board's discretion as to wo they want to have sit on the committee.

Trustee Adams moved for approval of the Presidential Search Committee. Vice Chairman Medina seconded the motion, with all in favor, the motion did carry.

3. Discussion and request approval of renewal of contract for legal services (Marc Grano).

At this time, Trustee David Gutierrez moved to table Action item #3 until further discussion and review of the previous contract for legal services has taken place. Vice Chairman Medina seconded the motion, with all in favor, the motion did carry.

4. Discussion and request approval of Luna Community College Board attendance to Leadership New Mexico.

Trustee Adams advised the Board that he has been asked to sit on the Leadership New Mexico Class and further advised that the fee which is required is \$3,500.00, although most of any traveling would be out of pocket.

Vice Chairman Medina moved for approval of Trustee Adams attending the Leadership New Mexico. Secretary Ernie Chavez Seconded the motion with Trustee Adams abstaining and Trustee Gutierrez voting nay, Chairman Romero voted yes for the approval of Trustee Adams attending Leadership New Mexico

Executive Session

Vice Chairman Medina moved to convene into Executive Session. Trustee Adams seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Michael Adams	Yes
Trustee David Gutierrez	Yes		

The motion did carry.

Return to Regular Session

Vice Chairman Medina moved to reconvene into Regular Session. Trustee Adams seconded the motion.

Chairman Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Michael Adams	Yes
Trustee David Gutierrez	Yes		

The motion did carry.

Adjourn

Vice Chairman Medina moved to adjourn. Secretary Ernie Chavez seconded the motion.

Chairman Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Michael Adams	Yes
Trustee David Gutierrez	Yes		

The motion did carry.

Daniel J. Romero, Board Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder

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