

North Central Kansas Technical College Board of Trustees
Regular Meeting Agenda - Retreat
Rooks County Health Office – Stockton, KS
Monday, November 20, 2023 @ 3:00 pm

Members in attendance: Bob Becker, Dale Montgomery, Lance Smith and Don Miller.

Members absent: Glennys Doane, Carolyn Finney, Justin Rexroat.

Others in attendance: President Eric Burks, VP Corey Isbell, Clerk Hanel.

In attendance by Zoom: VP Diana Baumann, Auditor Kim Pearson.

Call to Order

Bob Becker called the meeting to order at 3:05 pm.

Approval of the Consent Agenda

Bob Becker started the meeting stating there is an amended Agenda. We will add Action Item 4.4 "Approval of a Contractor for the BOC Expansion". Dale Montgomery moved to approve the consent agenda with this amendment and the regular meeting minutes from the October 23, 2023 meeting. Don Miller seconded. Motion carried.

Audit Report – Kim Pearson, Kennedy F. Cole & Company

Kim shared his findings in a power point presentation of the audit ending June 30, 2023 with the Board. NCK Tech received an unmodified opinion which is the best report available as the result of an audit. His company has made recommendations for adjusting entries to management. This will help the college reconcile throughout the year.

Approval Financial Report – VP Baumann

VP Baumann reported financial transactions for the month of October. Noting the General Fund is \$349,270.17 under budget. The Enterprise Fund is \$68,080.99 under budget. A motion was made by Don Miller to accept the financial report as presented. Lance Smith seconded. Motion carried.

On-Campus Housing Handbook, Language Addition – VP Isbell

At the present time the housing handbook says the campus apartments are not considered an appropriate setting for students over the age of 24. VP Isbell would like to add the following line verbiage "The College President or their designee reserves the right to make exceptions to the age requirement." This would strengthen the handbook policy. Discussion was about a background status check. We do not screen the dorm students at this time, we may need to add a background status check in the future. Dale Montgomery made a motion to add the one-line statement as suggested. Lance Smith seconded. Motion passed. We will be able to have students stay on a day per day instance. We will charge \$40.00 per day and Food Service is not included.

Flex Schedule – President Burks

President Burks reviewed the Friday Flex Schedule request for the staff on both campuses. The business hours will be 7:30 a.m. - 4:30 p.m. Monday through Thursday and 7:30 a.m. – 11:30 a.m. on Friday's. Full time staff must still work 40 hours a week. Their hours will be set with their supervisor. The additional 4 hours must be worked outside of the College's business hours. This Flex Schedule request is

to make this permanent. Lance Smith made a motion to continue the Friday Flex Schedule. Don Miller seconded. Motion passed.

Selection of a Contractor for the Hays Expansion Project.

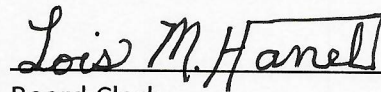
After reviewing the Request for Proposals (RFP) on November 15th Administration has chosen McCownGordon as the contractor for the Hays Expansion project. We are asking for your approval to move ahead with securing the services of McCownGordon for the 5.6M project. Dale Montgomery made a motion to hire McCownGordon as the contractor for the Hays BOC expansion. Don Miller seconded. Motion passed.

Executive Session

No Executive Session needed.

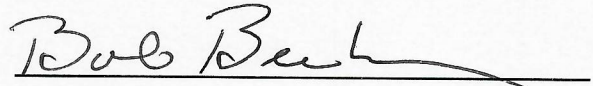
Adjourn

With no other items needing to be discussed, Don Miller made a motion to adjourn the meeting. Lance Smith seconded. Motion carried. The meeting ended at 3:49 pm.



Board Clerk

Approved:



Board Chair/Vice Chair