

**St. Charles Community College
Board of Trustees Study Session
Friday, February 22, 2019
11:45 a.m.
The Whitmoor Room
Whitmoor Country Club
1100 Whitmoor Drive, Weldon Spring, Missouri**

M I N U T E S

CALL TO ORDER

The meeting of the Board of Trustees was called to order at 11:45 a.m. by Board President Cilek. A quorum was present with the following members in attendance: Pamela Cilek, President; Shirley Lohmar, Vice President; Rose Mack, Treasurer; and Jean Ehlmann, Trustee. Board Secretary Mary Stodden and Trustee William Pundmann were not in attendance.

Also present were Dr. Barbara Kavalier, College President; Dr. John Bookstaver, Vice President for Academic Affairs and Enrollment Management; Donna Davis, Vice President for Human Resources; Heather McDorman, Vice President for Marketing and Student Life; Todd Galbierz, Vice President for Administrative Services; and Julie Parcel, Executive Assistant.

Audience members included Arnie C. Dienoff, community member.

AGENDA REVIEW

Board President Cilek welcomed attendees to the meeting, and Dr. Kavalier provided an overview of the afternoon schedule. Todd Galbierz reviewed budget principles established by the Board of Trustees in 2018, and those present agreed that the principles should remain in place for FY20 budget planning.

BUDGET AND PLANNING WORKSHOP

Dr. Kavalier presented national, state, and regional enrollment data trends; Todd Galbierz presented revenue and expense projections; John Bookstaver presented data on the institution's academic programs; and Heather McDorman presented information on past recruitment strategies.

CLOSED SESSION

On a motion by Mack, a second by Lohmar, and a roll-call vote in which "AYE" votes were cast by Cilek, Ehlmann, Lohmar, and Mack to carry the motion, the Board adjourned to closed session to discuss items allowed under RSMo 610.021, Subsection 2: Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration therefor; and RSMo 610.021, Subsection 3: Hiring, firing, disciplining or promoting of particular employees when

personal information about the employee is discussed or recorded.

After discussions in these areas, on a motion by Ehlmann, a second by Mack, and a roll-call vote in which "AYE" votes were cast by Cilek, Ehlmann, Lohmar, and Mack to carry the motion, the Board reconvened to open session.

BUDGET AND PLANNING WORKSHOP

Dr. John Bookstaver presented new initiatives for increasing enrollment and retention; Heather McDorman outlined new recruitment plans; and Todd Galbierz presented options for increasing FY20 revenue.

BOARD TRAVEL DISCUSSION

Trustees discussed guidelines for Board travel.

OTHER

Dr. Kavalier expressed appreciation for attendance by Trustees Cilek, Lohmar, and Pundmann at the morning's SCC Foundation Retreat and added that a summary would be provided to the other trustees if needed.

ADJOURNMENT

On a motion by Ehlmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the meeting adjourned at 3:55 p.m.