

**St. Charles Community College
Board of Trustees Meeting
September 29, 2025
6:00 p.m.**

M I N U T E S

CALL TO ORDER

The St. Charles Community College Board of Trustees met on September 29, 2025, in Conoyer Hall, Room 2102 (Board Room).

The meeting was called to order at 6:00 p.m. by Board President Pam Cilek. A quorum was present with the following members also in attendance: Board Vice President Mike Lissner, Board Secretary Jean Ehlmann, Board Treasurer Shirley Lohmar, and Trustee Mary Stodden.

Also present were College President Dr. Barbara Kavalier, Executive Vice President Todd Galbierz, Vice President for Academic and Student Affairs Dr. Amy Koehler, Vice President for Operations & Strategic Initiatives Tony Rothermich, Vice President for External Campuses Shelley Machens, Chief of Staff Betsy Schneider, and IT Specialist Max Adamski.

Guests present were Interim Chief Scott Bingelli, Officer Brandon Mischer, Officer Ben Rouggy, Dr. Christina Cox, Marvin Tobias, Tim Randazzo, and Arnie Dienoff.

Public Hearing on Property Tax Rates for 2025

The Board of Trustees announced Public Hearing as mandated by state law to set the property tax rates for tax year 205. The Public Hearing included the following comments:

Executive Vice President Todd Galbierz commented that the college recommends the following tax rates for the tax year 2025:

General Revenue tax levy = \$0.1323 per \$100 of assessed value

Debt Service tax levy = \$0.0246 per \$100 of assessed value

Total SCC Property Tax Levy = \$0.1569 per \$100 of assessed value

EVP Galbierz further noted that the general revenue tax rate for tax year 2025 is less than the rate from 2024, which was \$0.1368. The state law requires a reduction in the general revenue tax rate when assessed property values increase more than inflation. Tax year 2025 is a reassessment year in St. Charles County.

The 2025 tax rate for debt service purposes is less than the rate from 2024, which was \$0.0308. The rate for 2025 includes the debt service for the Proposition Community College bonds (Series 2021) and one other bond issue (Series 2016). As a point of reference, the debt service tax rate was \$0.044 when the Proposition Community College bonds were issued.

Board President Cilek opened the floor for public comment, Arnie C. A.C. Dienoff provided comment and advocated for rates to be \$0.1300 and \$0.0200, respectively.

On a motion by Stodden, a second by Ehlman, and a unanimous “AYE” vote to carry the motion, the Board approved the tax rates. The General Revenue Operating Levy was set at \$0.1323 per \$100 of assessed value, and the Debt Service Levy was set at \$0.0246 per \$100 of assessed value.

PLEDGE OF ALLEGIANCE

Board President Cilek led trustees and attendees in the Pledge of Allegiance.

APPROVAL OF AGENDA

Dr. Kavalier recommended an amendment to the agenda to include item 17, resignation of trustee. On a motion by Ehlmann, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the amendment was approved.

On a motion by Ehlmann, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the agenda was approved.

BOARD POLICY STATEMENT

Board President Cilek reminded the audience of board policy regarding audience protocol designed to promote decorum at the meetings.

ACCEPTANCE OF MINUTES: AUGUST 29, 2025, BOARD OF TRUSTEES MEETING

On a motion by Stodden, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the minutes of the August 29, 2025, Board of Trustees Meeting were accepted.

ACCEPTANCE OF MINUTES: AUGUST 29, 2025, BOARD OF TRUSTEES STUDY SESSION

On a motion by Lohmar, a second by Stodden, and a unanimous “AYE” vote to carry the motion, the minutes of the August 29, 2025 Board of Trustees Study Session were accepted.

TREASURER'S REPORT

Trustee Lohmar read the Treasurer's Report. Cash in bank \$11,639,171; total investments \$58,316,544; tuition and fees received to date \$11,050,643; local taxes received to date \$147,637; state appropriations received to date \$2,262,841. On a motion by Stodden, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Treasurer's Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$4,778,500.

FACULTY ASSOCIATION REPORT

Marvin Tobias provided a report on SCC Faculty activities and accomplishments some highlights included:

- Professor Ed Weber recently completed and published an Open Education Resource textbook and ancillary materials entitled "Ethics in Technology" which is now being used in the CPT 105 courses.
- Professor Grace Moser has partnered with the National Park Service Network to Freedom Grant which is being used in service-learning classes this semester.
- Professor Jayme Navarro's LIT 200 World Mythology students experienced King Tut's tomb in the Center for Immersive Learning after reading the "Book of the Dead."
- Faculty have been taking full advantage of the EXCEerator. They are hosting office hours and holding classes in the space.

REPORT OF THE COLLEGE PRESIDENT

Dr. Barbara Kavalier reported on the following activities at the college:

- Fall Enrollment exceeded expectations with a credit hour increase of 4.1%.
- The Regional Workforce innovation opened its doors on August 18 to 252 students enrolled in 950 credit hours.
- SCC celebrated the grand opening of the new Center for Immersive Learning on Friday, August 8.
- A ribbon cutting ceremony was held for The EXCEerator on September 25. To date, The EXCEerator has served more than 2,500 students.
- SCC Faculty participated in In-Service week prior to the start of classes. This year, the Imaginarium provided hands-on training regarding classroom technology, AI and how to utilize the Center for Immersive Learning. Customer Relationship Management preparation, accessibility compliance and utilizing The EXCEerator's resources were also covered topics.
- On Friday, August 22, the Field to Table Institute welcomed employees for a start of the semester cookout. Employees also had the opportunity to visit and tour the

Regional Workforce and Innovation Center.

- Students have started off the year by participating in Cougar Comeback, Goat Yoga, a Wellbeing Festival, and a 9-11 Remembrance Ceremony.

CENSUS REPORT

Executive Director of Institutional Research, Dr. Christina Cox, presented the Fall Census Report.

BOARD OF TRUSTEES POLICY MANUAL AMENDMENT – Action

On a motion by Lissner, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the board approved the policy manual amendment as presented.

a. Article II.01 Board of Trustees Meetings

Article II.01 Board of Trustees Meetings is being presented for approval with minor changes.

BIDS AND CONTRACTS

a. Employee Benefits for 2026

On a motion by Lohmar, a second by Stodden, and a unanimous "AYE" vote to carry the motion, the Board approved the awards of employee benefits as presented in the Employee Benefit memo to be effective January 1, 2026.

b. Media Buying Services

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board awarded a contract to BFM Group, Lake St. Louis, MO, in the estimated annual amount of \$450,000.00 for a five (5) year contract totaling \$2,250,000.00 for Media Buying Services.

c. Secondary Internet Service on Main Campus

On a motion by Lissner, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board revised the award amount to Missouri Network Alliance LLC, dba Bluebird Network, LLC, Columbia, MO, in the amount of \$31,080.00 for the remaining two (2) years of the current contract for secondary internet services to the Main Campus. The total contract amount will be increased to \$102,240.

CLOSED SESSION

At 6:57 p.m., a motion by Lissner and a second by Stodden followed by a roll-call vote of Cilek, Ehlmann, Lissner, Lohmar, and Stodden, the Board entered in to closed session as allowed by **RSMo 610.021.1** to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Following the closed session, the regular meeting reconvened at 7:24 p.m.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Lohmar, and a unanimous “AYE” vote to carry the motion, the Board approved the personnel recommendations as presented.

RESIGNATION OF TRUSTEES

President Cilek read a letter of resignation from Trustee Rose Mack. On a motion by Lohmar, a second by Lissner, and a unanimous “AYE” vote to carry the motion, the Board accepted Trustee Mack’s resignation.

ANNOUNCEMENTS

Dr. Kavalier provided a reminder of the Grand Opening Celebration at the Regional Workforce Innovation Center on Thursday, Oct. 2 at 4:00 p.m.

ADJOURNMENT

On a motion by Stodden, a second by Ehlmann, and a unanimous “AYE” vote to carry the motion, the public meeting adjourned at 7:28 p.m.