

MARCH 5, 1984

MINUTES - TILLAMOOK BAY COMMUNITY COLLEGE S.D.

7:45 P.M.

ITEM

DISCUSSION

Members Present: Wayne Jensen, Ron Hays, Dick Larsen, Laurie Mulder, Elwood Stait

Members Absent: Patricia Rinehart, Eleanor Dye

Non-Members Present: Roy Mason, President TBCC; Rhonda Ellerbroek, Recording Secretary Pro-tem

Call to Order: The meeting was called to order by Chairman Ron Hays.

Minutes: The minutes were approved as written.

Budget Report: President Mason gave the report. He explained about the revenue from state timber and what we can do with the extra. A brief discussion was held on the revenue. No decisions were made.

Committee Reports: Policy Committee - The committee had reviewed the first two sections of the policy. President Mason stated that there are a number of revisions. Wayne Jensen did the history report which was reviewed by the committee. It was agreed upon by the Board to use the Small Business Assistance Center Conference Room as the official Board room. President Mason briefly touched on the financial responsibility as Board members, the liability coverage etc. President Mason stated that Jim Voteberg should talk to the Board about the coverage.

Motion

Policy Committee (cont):

After a brief discussion was held Chairman Hays made a motion to take the recommendation of the Policy Committee on the revisions to the policy. The motion was seconded by Elwood Stait. Motion passed unanimously.

Motion

Personnel Committee - President Mason stated that the minutes from the Personnel Committee meeting would be available shortly. President Mason reviewed the salaries, and staffing for next year. A lengthy discussion was held on the suggested increase for salaries. President Mason went to the black board and demonstrated how the 3% increase would effect the salaries. A motion was made by Dick Larsen and seconded by Wayne Jensen, to impose a 3% increase on the base figure for the 1984-85 budget year. Under discussion, Elwood Stait asked if this would be for one year only, President Mason stated that it would. The motion passed unanimously.

Motion

Discussion was held on the ABE/GED duties of the Student Services Director. President Mason explained the purpose of making the position of Student Services Director fulltime, and what the duties of the Student Services Director currently are. A motion was made by Elwood Stait and seconded by Wayne Jensen, to make the position of Student Services Director full-time. The motion passed unanimously.

1/2 time
cv

Discussion was held on the position of a Public Relations person. This person would work on grants and with the foundation. It is proposed to be a .25 FTE position. President Mason was directed to look into the position and the costs with a proposal to take action at the next meeting.

Committee Reports (cont.): *Personnel Committee Cont.:*
Discussion held on increasing the current position of Small Business Assistance Center Director to full time. President Mason explained how the position was payed. A brief discussion was held and President Mason was directed to research this subject further.

Tax Levy: President Mason outlined the advertisement plan for the weeks prior to the election. President Mason stated that he had checked on legalities of forming a committee for the ballot measure. President Mason stated that there will be a need for workers and contributions.

Audit Report: President Mason stated that this years audit report was very favorable. President Mason went over two items with the Board. He stated that the audit was filed on time and accepted. After a brief discussion, a motion was made by Elwood Stait, seconded by Laurie Mulder; to accept the audit report. The motion passed unanimously.

Motion

OCCA Convention: President Mason stated that the OCCA convention will be April 27th thru April 29th. Anyone who is interested in going should contact Cheryl. Laurie Mulder stated that she would like to attend.

Election: President Mason stated that four positions are up for election this year. He statd that Kerwin Kieth has filed to run for Wayne Jensen's position. Lynn Wilson is running unopposed. Discussion was held on appointing Ms. Wilson to the position before the election. President Mason and Ron Hays will talk to Ms. Wilson and invite her to attend the next Board meeting and appoint her at that time to fill the vacancy effective immediately.

Executive Session called:

Motion

A motion was made by Dick Larsen and seconded by Elwood Stait to renew President Mason's contract with the College and to change the salary to \$39,000.00. The motion passed unanimously.

Unscheduled:

Motion

A brief discussion was held regarding the Dean of Instruction's contract. Laurie Mulder read parts of the November minutes pertaining to the matter. President Mason suggested that the College pay the cost of the Dean's tuition. A motion was made by Wayne Jensen and seconded by Elwood Stait, to pay the cost of the Dean's tuition. The motion passed unanimously. A brief discussion was held on tuition reimbursement.

The meeting was adjourned at 10:00 p.m.

Respectfully Submitted by:

Rhonda Ellerbroek

Rhonda Ellerbroek
Recording Secretary, Pro-tem