

**LOWER COLUMBIA COLLEGE
BOARD OF TRUSTEES**

MINUTES

November 2, 2023

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Chair Liz Cattin called the special meeting of the District 13 Board of Trustees to order at 3:00 p.m., on Thursday, November 2, 2023, in the Heritage Room 100 in the Administration Building of Lower Columbia College. The meeting was also offered virtually via Zoom. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Liz Cattin
Marc Silva
Alice Dietz
Mike Karnofski
Bogyeong Kim

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Kendra Sprague, Nolan Wheeler, Sue Orchard, Kristen Finnel (via Zoom), Shelley Williams (AG), Laura Sampson, Bryanna Doumit (via Zoom), Tracy Stanley (via Zoom), and April Vitzthum (via Zoom).

Tanya Pisarchuk, Rosemary Perkins, Aly Goldinov, Sarah Giddens, and Jessica Harris also joined the meeting via Zoom after it was called to order.

3. APPROVAL OF AGENDA

MOTION: By Mike Karnofski, seconded by Alice Dietz,

That the agenda be approved as presented.

MOTION CARRIED unanimously

4. PUBLIC COMMENT – None.

5. DISCUSSION OF PRESIDENTIAL SEARCH PROCESS – Chair Cattin provided an update on the Presidential Search Process. On Monday and Tuesday, the four finalist candidates for the position participated in open forums with the campus community and interviews with the Board of Trustees. Surveys on each candidate were sent to campus and results were provided to the Board to be included in assessment materials. The Board will discuss the candidates in executive session to follow in the agenda.

6. **EXECUTIVE SESSION** – At 3:03 p.m. the Board went into executive session under RCW 42.30.110(1)(g) to evaluate the qualifications of applicants for public employment, the position of Lower Columbia College President, and under RCW 42.30.110(1)(i), to discuss with legal counsel litigation or potential litigation. The executive session lasted 60 minutes. The open public session re-opened at 4:03 PM. At 4:03 PM the Board went into executive session under RCW 42.30.110(1)(g) to evaluate the qualifications of applicants for public employment, the position of Lower Columbia College President, and under RCW 42.30.110(1)(i), to discuss with legal counsel litigation or potential litigation. The executive session lasted 30 minutes. The open public session re-opened at 4:33PM.
7. **ADJOURN EXECUTIVE SESSION** – Chair Cattin adjourned the executive session at 4:33 p.m. No final action was taken during executive session.
8. **ACTION AS A RESULT OF EXECUTIVE SESSION** – Chair Cattin opened the floor to all trustees for any comments. Trustee Dietz and Trustee Silva noted the importance of the valuable information provided to the trustees through campus survey feedback. Chair Cattin noted that there was a thorough review of all assessment materials by each trustee and a robust discussion was had on the finalists during executive session.

MOTION:

By Alice Dietz, seconded by Marc Silva,

That Chato Hazelbaker and Matt Seimears be moved forward for further consideration for the position of Lower Columbia College President.

MOTION CARRIED unanimously

9. **REVIEW AND APPROVAL OF MODEL PRESIDENTIAL CONTRACT** – A Model Presidential Contract was provided to the Board by Kendra Sprague. Kendra noted that the contract is modeled after the contract the college currently has with President Chris Bailey.

MOTION:

By Mike Karnofski, seconded by Marc Silva,

That the Board approve the Model Presidential Contract as presented.

MOTION CARRIED unanimously

10. **DELEGATION OF AUTHORITY TO CHAIR CATTIN AND VICE PRESIDENT KENDRA SPRAGUE TO NEGOTIATE THE EMPLOYMENT CONTRACT FOR LOWER COLUMBIA COLLEGE PRESIDENT USING THE MODEL PRESIDENTIAL CONTRACT AS A GUIDE** – Chair Cattin tabled this agenda item. The model contract will be shared with the two remaining candidates. The Board of Trustees will hold a Special Meeting on Wednesday, November 8 to discuss this agenda item.

- 11. ADJOURNMENT** – With no further business, Chair Cattin called for a motion to adjourn the meeting at 4:39 p.m.

MOTION: By Alice Dietz, seconded by Mike Karnofski,

That the meeting be adjourned.

MOTION CARRIED unanimously

On November 15, 2023, the Board of Trustees of Community College District 13 approved minutes of the November 2, 2023 Special Meeting

Christopher C. Bailey, Secretary to the Board