

**LOWER COLUMBIA COLLEGE  
BOARD OF TRUSTEES**

# MINUTES

**November 8, 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 3:30 p.m., on Wednesday, November 8, 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, Shelley Williams (AG), Nolan Wheeler, Sue Orchard, Bryanna Doumit (via Zoom), Wendy Hall (via Zoom), Kristen Finnel (via Zoom), Bev Ylen (via Zoom), Tracy Stanley (via Zoom), Josie Zbaeren (via Zoom), Kari Johnson (via Zoom), Nicole Buffham (via Zoom), and Devin Hendricks (via Zoom).

Griffin from KLOG radio, Karissa Vickaryous, April Vitzhum, Rebecca Noce, Natalie Richie, Nickie Arce also joined the meeting via Zoom after it was called to order.

**3. APPROVAL OF AGENDA**

**MOTION:** By Marc Silva, seconded by Mike Karnofski,

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. After discussion during executive session, two candidates were moved forward for further consideration for the position during the November 2 Board of Trustees Special Meeting. The model presidential contract was provided to each finalist for review and consideration. The Board will further discuss the candidates in executive session to follow in the agenda.

6. **EXECUTIVE SESSION** – At 3:33 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 42 minutes. The open public session re-opened at 4:15 PM.
7. **ADJOURN EXECUTIVE SESSION** – Chair Cattin adjourned the executive session at 4:15 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.

**MOTION:** By Mike Karnofski, seconded by Marc Silva,  
  
That Matt Seimers be offered the position of Lower  
Columbia College President.

**MOTION CARRIED unanimously**

9. **DELEGATION OF AUTHORITY TO NEGOTIATE THE EMPLOYMENT CONTRACT FOR LOWER COLUMBIA COLLEGE PRESIDENT USING THE MODEL PRESIDENTIAL CONTRACT AS A GUIDE** – The model contract was provided to the Board at the November 2 Special Meeting. Per Board vote from agenda item 8, the contract will be negotiated with Matt Seimears.

**MOTION:** By Marc Silva, seconded by Alice Dietz,  
  
That the Board delegate 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.

**MOTION CARRIED unanimously**

10. **ADJOURNMENT** – With no further business, Chair Cattin called for a motion to adjourn the meeting at 4:18 p.m.

**MOTION:** By Mike Karnofski, seconded by Marc Silva,  
  
That the meeting be adjourned.

**MOTION CARRIED unanimously**

**On December 13, 2023, the Board of Trustees of Community College District 13 approved minutes of the November 8, 2023 Special Meeting**

---

Christopher C. Bailey, Secretary to the Board