

# MINUTES

August 3, 2023 – Special Meeting

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## 1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Chair Liz Cattin called the special meeting of the District 13 Board of Trustees to order at 2:30 p.m., on Thursday, August 3, 2023, in the Administration Building Heritage Room 100. 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  
Bogyeong Kim (Via Zoom)

**COLLEGE PRESIDENT:** Chris Bailey

## 2. INTRODUCTION OF GUESTS

Kendra Sprague, Shelley Williams (AG- Via Zoom), Tracy Stanley (Via Zoom), and Bryanna Doumit.

## 3. APPROVAL OF AGENDA

**MOTION:** By Marc Silva, seconded by Bogyeong Kim,  
That the published agenda be approved as presented.

**MOTION CARRIED unanimously**

## 4. PUBLIC COMMENT

None

## 5. BOARD BUSINESS

### 5A. Salary Range for Lower Columbia College Presidential Position

To finalize the Lower Columbia College Presidential Profile, the Board of Trustees must discuss and set a salary range for the profile based on the Equal Pay Opportunity Act. Kendra Sprague shared with the Board of Trustees that a salary range is a requirement by the Equal Pay Opportunity Act for an organization of LCC's size. Based on the Administrative Professionals Salary Survey, the median salary for a Washington State College President is \$250,000. If a 4% COLA is added to the median salary, that would

equal a salary of \$260,000. The recommended salary range, based on this information, is \$250,000-\$260,000 for LCC's Presidential posting.

**MOTION:**

By Marc Silva, seconded by Bogyong Kim,

That the Lower Columbia College Presidential Salary range be set at two-hundred and fifty thousand dollars to two-hundred and sixty thousand dollars (\$250,000-\$260,000).

**MOTION CARRIED unanimously.**

**6. EXECUTIVE SESSION**

None

**7. ADJOURN EXECUTIVE SESSION**

N/A

**8. [ACTION] as a RESULT of EXECUTIVE SESSION**

None

**9. ADJOURNMENT**

With no further business, Chair Cattin adjourned the meeting at 2:38 p.m.

On September 20, 2023, the Board of Trustees of Community College District 13 approved minutes of the August 3, 2023 Special Meeting

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Christopher C. Bailey, Secretary to the Board