

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

A regular meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, November 8, 2017 at Mendocino College, 1000 Hensley Creek Road, Ukiah, California.

**GENERAL MATTERS**

*Call To Order/Pledge of Allegiance* Trustee Geck, Board President, called the meeting to order at 4:00 pm which was followed by the Pledge of Allegiance led by Trustee Tomkins.

*Board Members*

President	Dave Geck	present
Vice President	Marie L. Myers	present
Clerk	Robert Jason Pinoli	present
Trustee	Paul Ubelhart	present
Trustee	Edward Haynes	present
Trustee	Janet Chaniot	present
Trustee	John Tomkins	present
Student Trustee	Nadine Goebel	arrived at 5:20pm

*Secretary* Arturo Reyes, Superintendent/President

*Support Staff* Mary Lamb, Executive Assistant II to Superintendent/President

*Staff Representatives*

Debra Polak, Interim Vice President of Education & Student Services (present)  
 Eileen Cichocki, Vice President of Administrative Services (present)  
 Ulises Velasco, Vice President of Student Services (present)  
 Sabrina Meyer, Director of Human Resources (present)

*Constituent Representatives*

Academic Senate	Jason Edington, President (absent)
Classified Senate	Chris Olson, President (absent)
Management/Supervisory/Confidential	Jessica Silva, President (present)

*Agenda Approval* M/S (Pinoli/Ubelhart) to approve the agenda as presented. The matter was approved via the following vote:

Ayes	Haynes, Geck, Chaniot, Pinoli, Ubelhart, Tomkins and Myers
Noes	None
Abstentions	None
Absent	None

*Minutes Approval* M/S (Tomkins/Myers) to approve the minutes of the regular Board meeting held on September 13, 2017 as presented. The matter was approved with the following vote:

Ayes	Haynes, Geck, Chaniot, Tomkins, Ubelhart, Pinoli and Myers
Noes	None
Abstentions	None

Absent            None

*Public Comments  
on Closed Session  
Items*

There were no comments from the public on items to be discussed in closed session.

**CLOSED SESSION**

The Board adjourned to Closed Session at 4:05 PM with Board President Geck stating items 2.1, 2.2 and 2.3 will be discussed in closed session.

**OPEN SESSION**

*Report of Action  
Taken in Closed  
Session*

The Board returned to open session at 4:40 PM with Board President Geck reporting no action taken in closed session.

*Presentation – Time  
Certain 5:30 PM*

Debra Barrios, representing AT&T presented a check in the amount of \$10,000 to be used in support of students, faculty and staff members impacted by the recent fire tragedy in our area.

*Public Comments*

- There were no comments made by members of the public.

**PRESIDENT AND ADMINISTRATION REPORT**

A written report was presented by Superintendent/President Reyes.

In addition to the information in his report, Superintendent/President Reyes also shared information about the Middle College program.

**CONSENT AGENDA**

M/S (Tomkins/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

Ayes	Haynes, Chaniot, Geck, Pinoli, Tomkins, Ubelhart, and Myers
Noes	None
Abstentions	None
Absent	None

Items with an asterisk \* were approved by one motion as the Consent Agenda.

**Personnel**

*Employment –  
Short-Term  
Employees*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term employees as submitted and presented at the meeting.

*Volunteers*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as submitted and presented at the meeting.

*Transfer –  
Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the transfer of Isabel Lopez to Data Analyst,

Institutional Effectiveness, Research and Grants, 12 months/year, 40 hours/week effective December 1, 2017.

*Resignation/Retirement* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Lynn Haggitt, full-time faculty, English effective June 1, 2017.

*Classified – Release During Probation* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the release during probation of an Admissions and records Specialist effective October 6, 2017.

*Mendocino –Lake Community College Classified Bargaining Unit (MLCCBU/SEIU) Request to Sunshine Implementation of AB119* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby opens a public hearing to receive public comments.

**Other Items**

*Fiscal Report as of September 30, 2017* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.

*Donations* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donations by Janet Kay Costanzo, Pamela Dorsey, Jim Xerogeanes, Bella Notte Linens and the Redwood Region Logging Conference as presented.

*Quarterly Fiscal Status Report – AB 2910* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the Quarterly Fiscal Status report as presented.

*Academic Calendar 2018-2019* \*RESOLVED That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2018-2019 Academic Calendar as presented.

**ACTION ITEMS**

*Contracts and Agreements –* After reviewing the information provided, the following action was taken:

*Quarterly Ratification* M/S (Tomkins/Ubelhart) that the Board of Trustees of the Mendocino-Lake Community College District does hereby ratify the contracts and agreements as provided on the compilation as presented. The motion was approved with the following vote:

Ayes	Haynes, Tomkins, Chaniot, Geck, Pinoli, Ubelhart, and Myers
Noes	None
Abstentions	None
Absent	None

*Big Picture Item – District Enrollment Trends, FTES and Apportionment* A presentation by Interim Vice President Polak outlined district enrollment trends, FTES and apportionment. Many questions regarding enrollments were addressed.

### **INFORMATIONAL REPORTS**

*Multi-Year Budget Projections* A written report on the multi-year budget projections through the year 2022/2023 was submitted as information by Vice President Cichocki.

*Mendocino College Foundation, Inc.* A written report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc. as information.

*Constituents Group Reports* **Academic Senate:**  
A written report was submitted by Academic Senate President Edington as information.

#### **Classified Senate**

A written report was submitted by Classified Senate President Olson as information.

#### **Management/Supervisory/Confidential:**

A written report was submitted as information by Management/Supervisory/Confidential President Jessica Silva.

#### **Associated Students of Mendocino College:**

A written report by Associated Students of Mendocino College President Joseph Angel Zelaya Moroney Jr. was submitted as information.

*Student Housing* Superintendent/President Reyes informed the board members there will be a meeting with the housing consultant on Monday, November 13, 2017. Derivi Castellanos Architects will also be meeting with members of the Foundation on the same day.

### **TRUSTEE COMMUNICATION**

*Trustee Reports* A written report was submitted by Trustee Chaniot and Student Trustee Goebel.  
Other Trustees commented orally on their recent college-related activities.

*Future Agenda Items* Suggestions made at the September 13, 2017 meeting were addressed in the November 8, 2017 presentation.

The following suggestions were presented at the November 2017 meeting as possible future agenda items.

- Bi-annual FTES report
- ARC report
- CUE report when new information surfaces
- Determining options available as a board when our IT data gets hacked

*Adjournment*

M/S (Tomkins/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 6:57 PM.

Ayes	Haynes, Chaniot, Myers, Geck, Pinoli, Ubelhart, and Tomkins
Noes	None
Abstentions	None
Absent	None

Submitted by:  
Arturo Reyes, Superintendent/President  
Secretary, Board of Trustees