

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

A Board Workshop of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, June 14, 2017 at the Mendocino College Lake Center, 2565 Parallel Drive, Lakeport, California.

GENERAL MATTERS

Call To Order Trustee Geck, Board President, called the meeting to order at 9:20 AM.

Board Members

President	Dave Geck	present
Vice President	Marie Myers	present
Clerk	Robert Pinoli	arrived at 12:50pm
Trustee	Paul Ubelhart	present
Trustee	Edward Haynes	arrived at 1:15pm
Trustee	Janet Chaniot	present
Trustee	John Tomkins	present
Student Trustee	Nadine Goebel	absent

Secretary Arturo Reyes, Superintendent/President

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

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

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

Public Comments There were no comments made by members of the public.

“STRENGTHENING THE BOARD/PRESIDENT TEAM’S EFFECTIVENESS”

Trustee’s Reflections on 2016-2017 Board members reflected on the following topics which they considered to be the highlights of the 2016-17 year:

- Acquisition of the Coast territory from College of the Redwoods and the amount of work which was needed to complete the transfer
- Suspension of the football program
- Continuation of the equity work completed by the college in support of all people of color

Effective Board/President Communication

Characteristics of Effective Teams A handout was distributed by Dr. Fisher reminding everyone of the 6 essential characteristics of good board members.

Dr. Fisher also emphasized that Board members are responsible for policing each other. Possible accreditation action could be the result of a single board

member's actions independent of the other board members. If such an action were to take place, the accrediting agency would sanction the entire board and not just the member who committed the violation.

Board members then completed a self-evaluation guide covering two areas – their own actions and those of the board as a whole. Discussion ensued regarding their individual assessments.

Communication Protocols

- Between Board Members

Dr. Fisher stressed the fact that board members cannot have conversations between multiple members of board on individual issues outside of board meetings, workshops or study sessions. Doing so would be a violation of the Brown Act and is considered to be a serial meeting.

- With Staff and Community Members

Letters or emails received by individual board members should be forwarded to the Board President for sharing with the Superintendent/President and/or other board members.

Anytime board members question how they should respond to a communication they receive, they should always stop and ask themselves, “Have I honored the established process?” and/or “Did I participate in the established process?”

Board Operations and Meetings

- Meeting Effectiveness

Discussion regarding the length of the meetings ensued. There was a suggestion to move the start time for board meetings. Another suggestion was adding an additional meeting once a quarter. These suggestions will be considered further at a future time.

Dr. Fisher pointed out that all board meetings need to be under the control of the board and not anyone from the public. The work of the Board needs to be completed and the board members do have the option of limiting the amount of time spent on a single subject.

- Consensus and Honoring Board Decisions

Due to time constraints, the discussion regarding consensus and board decisions was postponed to take place at a later date.

CLOSED SESSION

The Board adjourned to Closed Session at 1:45 PM.

RETURN TO OPEN SESSION

The Board returned to open session at 4:15 PM with Board President Geck reporting no action taken in closed session.

Planning for 2017- 2018

Due to time constraints, the planning portion of the retreat was postponed until a later date. Establishment of the 2017-2018 Board Priorities will take place at the next regular Board meeting.

Next Steps

Board President Geck thanked Dr. Fisher for sharing her knowledge and expertise with the board members as it is sometimes difficult to see what is best for the institution as a whole and not get mired in the minutiae of a situation.

Adjournment

M/S (Myers/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 4:20 PM.

Ayes Tomkins, Haynes, Myers, Pinoli, Geck, Chaniot and
Ubelhart

Noes None

Abstentions None

Absent None

Submitted by:

Arturo Reyes, Superintendent/President

Secretary, Board of Trustees