

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

A Board Workshop and Special Meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, March 23, 2016 at Ukiah Garden Cafe, 1090 S. State Street Ukiah, California.

**GENERAL MATTERS**

*Call To Order* Trustee Tomkins, Board President, called the meeting to order at 9:09 AM.

<i>Board Members</i>	President	John Tomkins	present
	Vice President	Edward Haynes	present
	Clerk	Dave Geck	absent
	Trustee	Paul Ubelhart	present
	Trustee	Marie Myers	present
	Trustee	Janet Chaniot	present
	Trustee	Joel Clark	present
	Student Trustee	Nayeli Castaneda	absent

*Secretary* Arturo Reyes, Superintendent/President

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

M/S (Clark/Chaniot) to approve the agenda as amended. The matter was approved via the following vote:

<i>Agenda Approval</i>	Ayes	Haynes, Myers, Chaniot, Ubelhart, Clark and Tomkins
	Noes	None
	Abstentions	None
	Absent	Geck

*Welcome* Board President Tomkins introduced and welcomed Dr. Pamilia Fisher, ACCT consultant and facilitator for today's workshop.

Dr. Fisher thanked the Board for the opportunity to be with them once again. She recognized and commended the Board for the conversation they engaged in at the workshop last November regarding student equity especially in light of the current work beginning across the country. During the session today we will be placing our focus on the best practices of effective Board/President teams.

*Purpose and Outcomes* The Board members listed the items they would like to see addressed either today or in future.

*Roles and Responsibilities* Discussion surrounded the roles and responsibilities of the individual members of the board as well as the board as a whole.

*Board Self-Assessment* **Results of Survey: Strengths, Concerns, Agreement, Disagreement:**

The board completed a review of the summary of the self-assessment completed by themselves and also reviewed a summary of the assessment completed by the members of the staff that regularly attend the Board meetings. The Board took considerable time to review and discuss both evaluations and look at ways to improve their meetings and interactions as they move forward.

**Role of the Chair and Members:**

A Trustee report needs to be about what you have done (meetings you have attended, etc.) on behalf of the college. It was agreed there would be no further inclusion of articles, etc. in those reports. A reference link may be included in a report when a member feels strongly an article may be of interest to other members of the Board.

If a member of the Board feels discussion on a certain subject is warranted, they should recommend the subject be placed on the future agenda items list for consideration by the entire board.

**Meeting Effectiveness:**

Eileen O'Hare-Anderson from Liebert, Cassidy Whitmore arrived at 10:00am. She thanked the group for inviting her to attend and addressed several questions from the group regarding various legal stipulations covered in Government Code, Education Code, Title 5 and Accreditation. Ms. O'Hare-Anderson left the meeting at 11:00am.

After discussion, the consensus of the Board is minutes will now be streamlined and will only include actions and the associated votes made on any action. There will also now be a line item included for future agenda items. They also determined they would limit trustee reports to a maximum of 2 minutes.

Trustee Chaniot left the meeting at 1:00pm.

*Board Priorities*

Draft District Priorities for 2016-2017 year were discussed and will follow the following process:

- Make proposed changes and bring forward for comments at the May meeting with the final document presented for approval at the June meeting.
- Number each priority and give it a two-word title

*Next Steps*

The group thanked Dr. Fisher for the wealth of information shared and stated they received much more from the day than they anticipated!

*Transfer of Territory*

Discussion regarding the transfer of territory ensued which included the areas of the agreement which will be covered during the public hearing conducted by the Mendocino County Committee on School District Organization in Fort Bragg on March 24<sup>th</sup>.

*Summary and*

M/S (Clark/Ubelhart) RESOLVED, That the Mendocino-Lake Community

*Adjournment*

College District Board of Trustees does hereby adjourn the meeting at 3:09 PM.

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

Submitted by:

Arturo Reyes, Superintendent/President  
Secretary, Board of Trustees