

# Summit Christian College

## Board of Trustees Meeting January 12, 2013

Present: Andy Gudahl, Lyle Hinebauch, Brett Miller, Herb Rainey, John Steele, President Dave Parrish, VP of Operations Scott Gribble, Willie Coop, Jeff Holloway, Jonathan Seng

Members absent: Larry Berlin, Angie Arnold, June McQueen, Wes Gudahl, Merle Powell

Meeting called to order at 12:44 PM by Jeff Holloway and opening prayer by Jonathan Seng.

Minutes of past meeting (September 12, 2012) were discussed and motion (Brett) and 2<sup>nd</sup> (Jonathan) to accept as written and unanimously passed.

### **Annual Business**

Salary Proposals set forth for 2013/2014 per employee handbook with Plan B giving 1% across the board cost of living increase and 4 required step raises as outlined for trustee approval. Motion to accept plan B as proposed (Brett) and second (Lyle)...no further discussion and passed with one abstaining.

Member Reinstatement of Angie Arnold, Larry Berlin, June Mc Queen, and Andy Gudahl needs to take place today for them to continue as trustees. Motion to accept (Jonathan) and second (Willie) and passed unanimously.

Composition of Board and potential new members: Today is Brett Miller's last day as a trustee. Some names were put forth, such as previously mentioned Rita Van Boskirk, as well as, Rick Derr, a business owner in Scottsbluff put forth by David Parrish. We also discussed some Montana names from John Steele: Randy Hinebauch and Calvin Couch and Bob Alfred. There was further discussion about board diversity. Names will be sent to trustees once they have been asked and interviewed; so, this could put them on the board at the May 2013 meeting. Today we will take a motion to accept these individuals, in an amendment to the current procedure as noted in the selection process below for taking new trustees. Motion (Andy) to accept the five names above if they choose to have a desire to be a trustee and pass the qualification interview and review process of trustee selection and second (Willie) with some discussion and unanimously passed. We have twelve trustees as of the May meeting with the above names to add to that number per acceptance. It was previously noted that we are to have 12 minimum and 21 maximum as far as trustees.

### Selection of New Trustees:

1. At any trustees meeting, a trustee or the President may put forward a name of an individual as a perspective board member.

2. After a person has been put forth as a prospective member, the full board shall discuss the proposal.
3. If the board approves, the Chairman and/or the President will contact the prospective board member to see if they have an interest in serving and are qualified.
4. If the prospective board member is interested and qualified, the Chairman and/or President will ask the prospective member to submit a bio to the President.
5. The President will send the bio to all current trustees.
6. Trustees will review the bio and approve or reject the prospect within three weeks.
7. When the prospective trustee has been approved by a majority of currently serving trustees, the newly approved trustee shall begin his/her first term at the following board meeting. (Their term shall expire on the third January of their first term.)

Housing allowance of Scott Gribble discussed with a motion (Lyle) and second (Andy) to change his allowance to \$15000 for 2013 from the previous amount of \$12000 and unanimously passed.

Auditor's Report presented and motion (Brett) and second (Herb) with unanimous vote to accept as presented for the year ended June 30, 2012. Brett reported that they had done a great job in condensing this report. We ended in the black which points us in a positive direction.

The secretary's signature will be on minutes of these meetings.

The 2013 Academic Catalog is available and needs to be accepted by the trustees. Scott visited a little about some additional classes that might be added by next year. Brett asked about professional development as to the 31 credit hours and what that meant. The point was that a person living in the dorm must be degree seeking as they develop after three semesters. Good discussion continued as to its meaning. Motion (Jonathan) to approve catalog and second (Willie) and unanimously passed.

### **Old Business**

By-law discussion ensued with handouts on constitution and bylaws needed for accreditation. Dave Parrish talked about the letter from Ronald Kroll of ABHE from his one day visit to the college. His concerns are noted for us to address in our working toward accreditation. We primarily need to work on our governing documents. There is a handbook being put together for the board of trustees. That will be available for all trustees and new trustees as well. One thing missing from the handbook is the by-laws for the college. There is now a potential Constitution and By-law guideline given today to each trustee for review and comment. This would be for our good on how the college operates. Chairman Holloway appointed an adhoc committee (Executive) to get these by-laws/constitution worked and ready for our May meeting.

Discussion as to what a Quorum is for the trustees of this college. We need to define that for this group. The thought around the room was at least a simple majority would be the right

thing to do. Motion (Willie) as to a quorum for this group being a simple majority of the current number of trustees and second (Jonathan) which passed unanimously.

### **New Business**

Scott discussed adding commitment to debt free students to either core values or Institutional Goals. This was added as a phrase in the hand book.

Assessment on board members is a process to be addressed – standard 4, authority and government. This can be included in the by-laws as they are reworked.

Qualifications, termination, election of officers, etc will be in the by-laws.

### **Development:** (John Steele)

The Good Twins, a singing group from Missouri, have offered to come out here and do a benefit concert for the college. They do not accept any money (other than a place to stay), but the draw is DINO as he would be with them. He charges \$2000, but the twins will put up \$1000. We talked about getting sponsors for this event that we are looking to have after May most likely in the summer. The Midwest Theatre is where we would like to host this event and they would potentially charge about \$200. This fund raiser would be potentially a \$20000 fundraiser for the college if we charged \$20 per ticket.

- Praise Banquet and golf tournament (late June) are other events for this year.
- Advertising spots (potentially 400 – 30 second spots) left over from Rick Derr's business were offered to the college.
- Sapp Brothers have already donated \$7000
- Others have expressed interest in giving.
- Discussed getting someone to donate \$100000 and having Summit's library named after them.

### **Finance:** (Brett Miller)

- Giving is up individually and down just a hair from churches
- About \$19000 behind on budget, but it looks good for the future
- Many of the things we are giving away in scholarships, etc., are area not real dollars
- Income down about \$14000 but at this point it is still very do able to make our budget number
- Love month could put us right on budget
- A van was donated to the college
- Money was given for new mattresses

### **Student Life:** (Willie Coop)

- Talked about a variety of things with just Dave Robinson & Willie present
- Robert White is new RA and this is an area to pray about
- Dorm parents would certainly be the best procedure

### **Education:** (Jeff Holloway)

- Down six students this semester
- Ahead of last year count by just some, but less than planned
- Most decline was in freshmen class

No further discussion on other reports that were provided.

We will miss Brett Miller as this is his last meeting, and Jeff Holloway wished him the best.

**Next meeting is, Friday, May 10, 2013, with committee meetings in the morning and full meeting at 1:00 PM**

Meeting adjourned at 3:27 PM with Jeff Holloway praying.

Respectfully Submitted,

Herb Rainey, Secretary