<u>SEPTEMBER 14, 2024 Summit Christian College Board of Trustees Meeting MINUTES</u>

Board Members in attendance:
Angie Arnold, Albuquerque, NM
Rick Derr, Scottsbluff, NE – Treasurer
Andy Gudahl, Minatare, NE
Del Hamon, Scottsbluff, NE
Scott Marsh, Gering, NE – Secretary
Chuck Schmidt, Valley Center, KS
Jonathan Seng, Bridgeport, NE - Zoom
Wing Wong, Manchester, NH - Zoom
Raul Martinez, Scottsbluff, NE
Ill McClenahan, Havre, MT x

Board Members absent:
Larry Berlin, Casper, WY - Vice Chairman
Dr. Jeff Holloway, Scottsbluff, NE - Chairman
Jim Kittell, Wheatland, WY
Dr. Roger Curry, Omaha, NE

Staff Members in attendance:
Scott Gribble, Academic Dean
Missi Prohs, Director of Operations
Dave Parrish, President

Summit Christian College Board of Trustees

Agenda: September 2024

Committees that have not met together by phone or over Zoom prior to the board meeting on September 14 will be given an opportunity to meet at the college on Saturday morning. The Education Committee will not need to meet.

The times slotted for on-campus committee meeting will be as follows;

9AM-10AM

Finance Committee – Andy Gudahl, Rick Derr, Chuck Schmidt, Jill Marsh, Missi Prohs- Meeting in the Library.

- Review Director of Operations Report

Personnel Committee – Jeff Holloway, Angie Arnold, Jonathan Seng, Wing Wong, Scott Marsh- Meeting in the Conference Room #403. *Zoom ID: 758-677-1883*
- Book Review
- Review new member recommendations
- Obtain conflict of interest statements from Trustees.
- Present the Doctrinal Statement of ABHE for Trustee affirmation

10AM-11AM

Executive Committee - Jeff Holloway, Larry Berlin, Scott Marsh, Rick Derr, David Parrish- Meeting in Dave's office.

- Review President's Report
- Review Mission Statement and make recommendations for board approval.

Student Life Committee - Andy Gudahl, Jim Kittell, Angie Arnold, Raul Martinez, and Missi Prohs- Meeting in Conference Room #403. *Zoom ID: 758-677-1883*

Review student life report with Missi Prohs

Alumni Committee – Del Hamon, Wing Wong, Ila McClenahan, Meeting in Room #405.
Zoom ID: 363 438 7027

- Review calendar of events
- "This side of Heaven" Reunion plans
- Review scholarship program

11AM-12PM

Development Committee– Chuck Schmidt, Del Hamon, Roger Curry, Jim Kittell, Ila McClenahan, David Parrish and Branden Rezanina, - Meeting in Room #403. *Zoom ID: 758-677-1883*

- Development efforts listed in the President's Report
- Review Recruitment Report.

Lunch Break 12:00 to 1:00

1PM – 5 PM Meeting of the Board *Zoom ID: 912 203 3379 By phone: 1 346 248 7799 / ID: 912 203 3379*

1. **Meeting called to order at 1 pm by Scott Marsh**
2. **Opening Prayer by Ila McClenahan**
3. **Devotion led by David Parrish**
4. **Approve May 2024 Minutes of the Board of Trustees.**
   a. Motioned by: Rick Derr
   b. Second: Ila McClenahan
   c. Approved

5. Review Committee Reports and act on all proposals presented:

- *Personnel Committee*

  - Book Review, "Lessons from the Nonprofit Boardroom"
    - Angie led the Book Review on Chapters 22-27, including a link for a podcast, as well as a copy of the colleges 'Restricted and Unrestricted Funds Management Policy.'
    - Chapters 28-33 will be covered in January
  - Conflicts of Interest Policy documents were distributed and the last page was signed, dated and turned in to Missi. Copies will be sent to those not in attendance to return.

- A copy of the revised ABHE Tenets of Faith was distributed. It has been revised to include a statement regarding the biblical perspective on human sexuality. Dave explained the changes that ABHE has added. The board voted unanimously to affirm these Tenets of Faith.
  - Motioned by: Chuck Schmidt
  - Second by: Del Hamon
  - Approve
- Trustee recommendations
  - Trustees whose terms expire in January 2025: Angie Arnold (has not made final decision), Larry Berlin (waiting for decision), Andy Gudahl (yes) and Del Hamon (yes).
  - Lyle Hinebauch was recommended by the Personnel Committee as a new board member and was unanimously approved.
    a. Motioned by: Jonathan Seng
    b. Second; Wing Wong
    c. Approved
  - Other names put forth for consideration include: Kirk Rusch (Dave will contact), Warren Steele (Dave will contact) and Adam Coop (Dave will contact). Dave is still attempting contact with Dale Bartscher and Rich Milliken.
  - Annual Evaluations were distributed and will also be emailed to everyone to be returned to Angie by December 1.

- *Finance Committee*

  - Rick summarized Director of Operations Report. The positive is that we ended the year fiscal year June 30 $42,000 in the black and the dashboard for 2 months was $54,000 in the black. But as of Monday, all of Praise Banquet money will be consumed. End of year letter will be our next financial plea.
  - Personnel needed to fill open positions, but resources are needed to cover salaries for these positions. No longer have a line of credit to lean on.
  - Annual Audit not yet available. Will be presented in January. Cost will be $18,000.
  - Present Finance Committee recommendations – continue to collect these gifts through January and what steps can be taken to refinance.
  - The Alumni Letter that went out has resulted in $41,000 coming in to apply to the mortgage. Current interest rate at 10%. Finance Committee recommends that these gifts continue to be collected through January and then see what steps can be taken to refinance the loan. The Alumni Committee would like to prepare a plaque to recognize those that have given, but names cannot be published without permission.
  - $5,100 has been donated for a new vehicle, in response to the request in the Christmas in July letter, but additional funds are needed to actually get a vehicle. The church that donated $5,000 would like a report of what vehicle is being purchased. Missi was asked to look into seeing if Branden would be willing to use his own vehicle and get paid mileage, as well as possibly using rental vehicles. It was suggested that the funds be put in a 'transportation fund.'

- *Education Committee*
  - Committee did not meet since there was no action to take this month.

- *Student Life Committee*
  - Review Dean of Student's Report

    - Missi shared a positive report of the student body. Question was raised about RA duties when Branden is traveling. For this semester, another young man is appointed acting RA when Branden is gone.

- *Alumni Committee*
  - Review Alumni Committee activities
    - $2100 is in the Alumni fund for scholarships. Alumni dinner and Summit to Summit are two fundraisers held in the spring. Dues are requested yearly and reminder letters are sent periodically to alumni.
    - “This Side of Heaven” reunion cruise is October 19-24. 70 people are attending. Daily devotions are planned with a couple of main sessions.

- *Executive Committee*
  - Review President’s Report
    - A critical need for the college is filling our Personnel vacancies. A candidate for Academic Dean is being considered. An Administrative Assistant candidate is being interviewed Monday and Missi has a phone number for a marketing person. There is also a need for another professor.
    - Dave shared details of his upcoming development trip. He is attending ABHE Mid-America President’s Association meeting in St. Louis. On the way will travel through Colorado and Kansas and come back through Iowa and Nebraska, meeting along the way with churches that we have a relationship with but they are not current supporters. Dave shared a list of churches that are not regular supporters, but goal is to meet with these churches by the end of the year. Will meet with nine churches this trip and possibly 11. Looking to engage new individual donors as well. Will also be looking to engage with potential students to pass on to Branden.

- *Development Committee*
  - Discuss Development and Recruitment plans.
    - See above for plans for upcoming Development trip.
    - Branden is excited to be in the recruiter position. He plans to build on what Aaron has started and continue with that momentum.

Closing Prayer by Chuck Schmidt

Meeting adjourned at 2:37 pm

Next meeting will be held on: Saturday, January 25, 2025.