

SUMMIT CHRISTIAN COLLEGE

Board of Trustees Meeting

May 7, 2020

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Academic Dean/Director of Operations Scott Gribble, Andy Gudahl, Del Hamon, Jeff Holloway, President Dave Parrish, Jonathan Seng, Chuck Schmidt, David Troutman and Wing Wong

ABSENT: Roger Curry, Jim Kittell

Due to COVID-19 precautions, the board meeting was held over Zoom.

Meeting was brought to order by Jeff Holloway and Jonathan opened with prayer.

Minutes of the past meeting on January 18, 2020, were presented for approval with motion by Chuck and 2nd by Larry; accepted as written.

PERSONNEL COMMITTEE:

Jeff opened the meeting by presenting Jim Kittell to the board. Jim serves as an elder at the First Christian Church of Wheatland, Wyoming. Everyone received a copy of his bio earlier this week. Jeff spoke with Jim earlier in the week and Dave, Chuck and Andy all spoke in glowing terms of Jim. He comes highly recommended to join the board and was introduced as a board member for consideration. Andy moved to approve Jim, Del 2nd; all approved. Jim has not yet been assigned to any committees.

Wing is serving on the Education Committee.

Contact was made with potential board members Charles Gywnn and Casey Schroeder since the last meeting, neither of whom is interested in serving at this time. Additional names that were mentioned at the January meeting that have yet to be contacted include: John Mulholland, minister at Westway CC; Scott Marsh, elder at Westway CC and husband of Jill Marsh (Summit CC bookkeeper); Jason Hanselman, alumni and former President of Summit CC, current Director of Development for Deaf Missions; and Aaron Chambers, pastor at Journey Christian Church in Greeley, Colorado

FINANCE COMMITTEE

Scott presented the budget for 2020-21 and let the board know that it was a difficult budget to put together.

He did let the board know that the school had to offer the person to replace Kay Grote (Publications) more than what was in the budget and thus made an adjustment to some current staff salaries. The final budget does have the higher numbers which include a \$1/hour pay raise to Administrative Assistant, Bookkeeper, Librarian and Federal Student Aid Administrator. Approval of budget includes approval of those pay raises. Also included is a line item of Cultivated Gifts, which as in last year's budget is the amount of funds Dave is tasked with raising. There are potential donations from churches in eastern Nebraska (with the closing of Nebraska Christian College) as well as forgiveness of the payroll protection loan which could be included in that amount. The income amounts are guesses at best.

An invitation has been extended to Dylan Harvey for the Publications & IT Specialist position. Dylan has an Associate of Arts degree in graphic design as well as experience in IT, which will be of great service to the school. On a personal note, he is the grandson of Jack and Jo Mcelwee. Dylan plans to begin June 1.

Scott informed the board that the Payroll Protection Plan, as part of the CARES Act, was applied for and the loan was approved in the amount of \$71,133. It has to be spent within 8 weeks of the start date of April 15. To ensure that it is forgiven, our employment FTE (Full Time Equivalency) has to be maintained and kept above 10. The last two weeks have been 10.4 and 10.6. To counter adjuncts and student employees that have left, and Kay Grote's resignation, part time employees will be asked to increase their hours to maintain the FTE.

The gift from the Aldriges would then be able to help cover the remainder of June and July paydays at which time student income could take over.

The Cares Act also included a Higher Education Emergency Relief Fund of which SCC was entitled to \$19,025, which is a grant, not a loan, but the funds have to be distributed under the terms of the grant. Of that amount, \$9,513 of the grant has to be passed on directly to students. Each student in the dorm received a \$100 relocation fee for having to move mid semester and remaining funds were divided equally among the students. Most of the students have lost jobs and incurred expenses. The remaining \$9,512 has to be used by the school in a way that is somehow related to the school's response to the virus (training, equipment, etc), spent on students or institution costs (eg. training, upgrades). Scott is requesting permission from the board for the faculty to determine how those funds will be spent (SEE EDUCATION COMMITTEE REPORT).

In addition, the CARES Act included an additional grant from the government of \$480,048 with certain parameters that must be followed. The Higher Education Relief fund set up funding based on numbers of students on Pell Grants (March 27-August 1). The funds can be used for online education improvements as well as student relief. The funds cannot be used for scholarships, mortgage or for example, our security camera. Scott did mention that the server needs to be updated and it is possible the funds could be used for that item. Scott, Dave and Margie will sit down to get an idea of what the funds can be spent on. The funds have to be applied for by the end of August and then we have a year to spend the funds. Scott was asked to keep the board updated on the process. Jeff offered that he and Rick could both be available to offer advice on decisions that have to be made concerning the distribution of these funds.

It was mentioned that many schools are not using Zoom because of security fears. Scott informed everyone that there is an upgrade coming out that has to be done by the end of May to help with security issues.

Scott and Dave did offer further explanation on the recent \$100,000 gift from Karen & Jerry Aldridge, alumni of the school. Karen is also the daughter of Olin Atwood (a former instructor at Platte Valley Bible College). Andy shared that Jerry was raised in Cheyenne Wells, Colorado. Jerry had invested some money in stocks and recently cashed out those investments and their gift to college was 10% of that investment. There was no stipulation made on the use of the gift.

Jeff asked for a motion to approve the budget; Andy so moved with 2nd from Chuck. The budget was accepted as presented.

EDUCATION COMMITTEE

Scott presented the list of 2020 graduates for approval: Seth Leathermon, Bachelor of Arts in Biblical Studies; John Mulholland III, Bachelor of Science in Ministry Studies; Warren Steele, Associate of Arts in Biblical Studies and Natalie Santos, Associate of Arts in Biblical Studies. Del moved to accept the 2020 students as presented, 2nd by Wing; all approved.

Scott asked for a motion from the board for the faculty to be approved to spend the Higher Education Emergency Relief Fund amount of \$9512 as they see fit; Del so moved with 2nd from Chuck. Those funds will be applied for next Monday or Tuesday and the understanding is that the funds are received in about 2 weeks. We have a year to spend the funds and will have to document what the funds are spent on. All approved.

There are no policy changes for the 2020-21 catalog but we are looking for a new vendor for our online general education classes so there will have to be some changes in online course numbers.

Due to COVID-19 precautions, graduation tomorrow will be virtual. Everything will be posted on the website to recognize the graduates as well as a message from Wing Wong.

EXECUTIVE COMMITTEE

The Executive Committee did not have a formal meeting, but the board has been meeting by Zoom every Tuesday for prayer and gets a weekly update from Dave prior to and during the meeting, staying informed of all that Dave has been doing.

A big matter of prayer has been the recent closing of Nebraska Christian College. Dave has been intimately involved in addressing this matter: communicating with supporting churches of NCC and how Summit can step in to serve them; trying to connect with individuals who are voices in the NCC community and churches that can serve as advocates of Summit; and trying to encourage current & potential NCC students to consider Summit. Smith Media Group has been hired to do online advertising (6 months) for Summit in the Lincoln & Omaha areas to encourage students to come to Summit. The tag line used in the recent advertising on the Western Slope was "Enroll in a God-sized Adventure" and this tag line will be "Follow the Ministry Call." Brent Holliday and NTC Logistics made a donation to cover this expense. At Brent's urging, we went with the top tier of advertising so Summit will be the first on the list that people see when doing a google search of colleges.

Dave is spending a lot of time making contacts with individuals and churches in Eastern Nebraska and has had to be creative due to the inability to travel. There is the hope that these restrictions will be changing soon.

Love Month was a success even though a couple did have to be cancelled due to the pandemic. The churches that we were unable to go to are looking forwarding to us coming in the near future.

STUDENT LIFE COMMITTEE: As per the submitted report, there was nothing of concern to share with the board. There is talk of having a dorm parent (Megan Hanson) instead of Resident Assistants next year. Jeff questioned what the thinking is about students in the fall. Plans are to move forward with plans for classes resuming on campus in the fall. Some of the relief funds could possibly be used for some building improvements. Plans will be for each student to have a private room as well as making efforts to maintain social distancing by using larger areas such as chapel and dining hall areas for larger classes. As a school, we will wait for any additional direction from Panhandle Public Health District. Jeff complimented Scott and Dave for the handling of the transition for students and classes during the COVID crisis.

Everyone received a copy of the Communicable Disease Policy to be included in Personnel Manual. All agreed this is a good protocol to include. Larry moved to accept with 2nd from Rick; approved.

DEVELOPMENT COMMITTEE

In addition to what Dave had already shared in his report, instead of a Golf Outing in Scottsbluff this summer, "Golf In Place" will be held this year. Captains will be asked to get a team together and raise support and funds for the school at a golf course in their area. Supporters in Cheyenne proposed that they have a shooting outing instead of golf, also raising funds for the school. This is a new and different way of fundraising and time will tell if it can be a success.

Chuck shared that the recruitment report looked encouraging. Nine applicants looked promising in April but 5 have dropped out. Emilie shared many numbers in her report and the prayer is that some of those numbers are applications and students for the school. Recruitment activities such as camp and church visits may have to be curtailed for the summer, so the recruitment department is having to be very creative in contacting potential students. Isaac Stewart has been a great asset to the Recruitment Department. Luke Muller's mentored ministry responsibilities did not allow him to continue as an assistant in recruitment. As a side note, Luke will complete his senior year on the Bridge as he has accepted a ministry position in Huron. Camp teams will be assisting Emilie this summer in recruitment efforts. There is a CIY scheduled in Lincoln that Dave will encourage her to attend. Larry also said that the Wyoming camp schedule will continue as planned.

Chuck reminded everyone that during the weekly prayer time, we have been praying for 20 new students from Emilie, 20 students from NCC, two new professors, no decline from 2019-20 giving and increased support from eastern Nebraska churches. We pray every Tuesday. Greg Pruett, author of Extreme Prayer, joined us two weeks ago in our prayer time and encouraged us to be in full agreement on what we are praying about. Chuck suggested that time be spent in the future to come together as a board face to face to determine our 'mountains' to pray for.

Chuck proposed that we continue meeting by zoom every Tuesday, 8:30 PM Mountain Time to pray and all were in agreement. Prayer notes are sent out by email the day before or day of as well as a zoom ID.

ALUMNI COMMITTEE: No report

MISCELLANEOUS BUSINESS:

Jeff shared that Christianity Today recently had an interesting article about ministry students who have issues with student debt after education, making it difficult to continue in missions and ministry with a great amount of debt. Summit continues to be an ideal institution to encourage future ministry minded students to attend and be able to forego a large amount of debt upon completion.

The next Board meeting is scheduled for Saturday, September 12, 2020, at the school, the same day as the Praise Banquet.

Chuck closed with prayer.

Respectfully submitted,
Angie Arnold, Secretary
Summit Christian College Board of Trustees