

Summit Christian College

Board of Trustees Meeting January 18, 2014

Present: Andy Gudahl, Lyle Hinebauch, Merle Powell, Herb Rainey, President Dave Parrish, Academic Dean Scott Gribble, Willie Coop, Jeff Holloway, Jonathan Seng, Wes Gudahl, Larry Berlin, Angie Arnold, June McQueen, Rick Derr, LaRita Van Boskirk

Meeting brought to order at 1:04 PM by Jeff Holloway who opened with prayer.

Minutes of past meeting, May 10, 2013, were discussed and motion (Merle) and 2nd (Willie) to accept as written and unanimously passed. There are no minutes from September 14, 2013 without a quorum of members present to make any decisions.

Newest trustees were welcomed to the board: Rick Derr and LaRita Van Boskirk

Committee Reports

Executive

- Hayley Herzog coming on as marketing person and to work in IT. Andy Dietz continues on an indefinite basis and when and as needed. He makes \$450 per month up to 15 hours a week and \$30 per hour over the 15 hours. Hayley is trained in promotion but working with Andy on all IT needs until such a point as he is not needed.
- Discussed some maintenance issues on HVAC at about \$20,000 or more to keep the system up and running. This is looking only at academic wing and boys' dorm wing on a central system. Looking at redesigning and working on more efficiency. The boiler continues to need repair and this will be an ongoing cost for the college. Discussed if there would be any ongoing utility costs with the heat pump system, etc. Nothing known as pricing is only an initial idea at this time.
- Recruitment discussed somewhat with a good application class at this time. There are 23 actual applications at this time and 1 is already approved. John States is encouraged about the future of recruitment now as to where it was a couple years ago.
- Spent some time discussing the trip by President Dave and Vice-President Scott as they go to the ABHE before the commissioning board in February, next month, to find out about our candidacy status. It would be good for a board member to go as they give three slots for the college to use at this meeting. We go before the board at 10:30 AM our time on Wednesday, February 19.
- Discussed a little about the cafeteria and Liz's work. There is cost involved that we need to address for the future to make this endeavor useful. There was talk about how to make this happen and get her the physical materials and foods she needs to make this

useful for the college faculty and students. This is something that may take some time to completely be successful. An average of about 10 customers a day for lunch and it varies for the breakfast as well. Discussed how to get seniors or others to join the students for lunch.

- Students have asked for a basketball court, and the college has taken on as a project this year with funds available of completing a half court in the back area for this sport.
- Library was given funds to accomplish wish list for this year as well.

Personnel

- If you did not complete a performance report, one was passed out today.
- Discussed this self-evaluation form.
- Each board member needs to supply a short biography.
- Does this group evaluate the trustees? This self-evaluation is good, but how does this further performance take place such as for the President and even other board members. This is to be done by the board on the President only, as far as staff, and most likely it's more of accumulating information on board members and their success or involvement. Also, this new committee could make recommendations to the board of what committees as a group can help the whole to grow. The executive committee would take the recommendation on issues with the President.
- Concern of the six month gap between communications with the board was one area noted. It would be good if the college kept the board aware of things (such as new hires) that are happening even in the in between of our meetings. Updates and emails could be utilized for this area so as not to leave some members or all members in the dark, etc.
- President would be happy to inform the board of any changes, but we also discussed that we don't need to know all but do need to be aware and have good communication of what is going on.
- What is done with a board member who is not doing their part or taking part in any meetings? How is this evaluation done? This committee would be the one to make any recommendation to the board after visiting with that person.
- ACTION: Willie Coop, John Steele, and Jeff Holloway were nominated to continue as board member with a motion (Jonathan) and second (Wes) and unanimous that they be accepted to continue for another three years.
- We are diverse and discussion was that we are not all what we think. Do we need to look at other ethnic group? We discussed that we as a group are what we are, but we are not looking for any certain group or type of person. It's not our intention to go any certain direction with this group of individuals.
- This new committee just wanted to make sure what they are about and to be intentional in the areas they are to address.
- There was also some discussion about as we go into the inner city churches there might be an opportunity to spread our wings for candidates for this board as long as they are qualified.
- We need to have 12 to 21 as numbers on this board of trustees.
- General discussion continued about this area of personnel and personalities on this board.

- President Parrish talked about our getting into Agape Christian church and a Spanish work as well in the Denver, CO area.

Financial

- Met with Sonya and went over the financial report. Most things looked good on this report even though there were income areas that are down from last year.
- Discussed why church and individual giving is down to the college.
- Rick discussed the above area as to what he has seen from the Valley. It seems that right now companies and individual are 'hoarding' their resources with the unknown of what's happening in the community and country. This could also affect the churches. This comes down hill and also then would hit the college and its giving from churches and individuals.
- Image of college as being small but good needs to be addressed in our marketing plan.
- Another thought on giving is that older folks are passing on faster than the younger generation is coming along or getting on board.
- What are some ways to address and tap the resource of giving through the younger generation? The new marketing person is more focused on the materials, not the money. Financial support is important to be addressed.
- An assessment committee has been formed to address fund raising strategies. This was discussed more in the development committee, even the area of simply maintaining what we have as opposed to growing the same.
- There is competition out there for all the dollars that are available for things like the college fundraising.
- The new budget is being worked on to be ready for review in May. A 1% raise is on the books from administration to be looked at by the board for faculty and staff in July with potential of 1% additional in the fall. Some are salary and some are hourly. **There was a motion (Wes), some discussion, and a second (LaRita) on this matter. This was passed with a unanimous vote to move forward with this plan.**

Student Life

- The experienced RAs in the dorm have been good, especially in the girls' dorm. Emily Arnold in the girls, and Robert White is with the boys.
- A couple other issues with couples getting together and PDA taking place out in the public areas.
- Video games have had a negative dorm effect due to some contact.
- 12 boys in the dorm, and 14 girls in their dorm. There could be up to 44 students in the dorms.
- There are some students here because they have found a girl or guy.
- Overall mood in the dorms compared to other years is good per Dave Robinson.
- Upperclassmen have been great examples to the younger group.
- Three graduations – seniors.
- Catering of meals has overall been a good thing.

- Discussed idea of this board meeting with the student body for a time of questions and answers. This could possibly take place even mid semester for a first time trial. Maybe the board could buy the students a meal in the cafeteria prior to this meeting.
- Talked about students having a place to store something over the summer if they are coming back in the fall. Dynamics of this were discussed, pros and cons. Right now this is not something we are doing, but it was discussed among this committee.

Education

- Met with Scott Gribble.
- New joint proposal for senior scholarship and tuition increase was provided by the Academic Dean. The Senior Scholarship would be classified as a Merit Scholarship in the Academic Catalog and is an up 100% tuition scholarship for qualified graduating seniors in their final academic year (August – May). The limitations and qualifications are listed per Scott Gribbles proposal and the primary issue is maintaining proper credit hours on traditional courses with a GPA of at least 2.5 the years before receiving the scholarship and at least a 3.0 GPA the year of receiving the same. **Discussed the preceding and motion as follows per Scott’s proposal in his report on tuition increase and senior scholarship. Motion (Herb) and second (Larry) to accept proposed changes in the Academic Dean’s report for this meeting. This was carried unanimously.**
- **There is a need to approve some minor changes to the catalog. Motion (Larry) and second (Andy) as proposed and passed unanimously.**

Development

- Dave mentioned we have some work to do on a good program, the Ascend the Summit. The more churches are on board here, the more it helps us with students.
- John States addressed recruitment efforts. He’s excited about the new 180 day cycle inquiry program that helps address potential students for the college and get multiple contacts to each individual. The next step in recruitment is getting applications of quality persons and moving them into an approved situation. It’s the goal as before to have 20 new students each fall.
- An emergency fund was discussed and it being a necessary area to handle the unknown things that happen. This would be different than the reserve we have in place. We have five years once approved as candidate to put all things in place such as this six month reserve or emergency fund. We would rather have the \$50,000 than use a line of credit in the same amount.
- Discussed the Summit to Summit becoming a fund raiser along-side it being good for the community.
- The assessment committee worked on many of these areas of fund-raising and how to maintain and grow.
- If the college didn’t use \$1000 out of the budget every month, we could start our own fund. This was brought up by Rick Derr. This is an opportunity or goal of a way to put that money in savings as for an emergency. We have discussed this concept but it has been hard to get to the point where this can happen when you are going day to day or

month to month. Rick added that if you wait for the right time, this concept will never get off the ground.

- The real solution to most of these issues is more students. If we can have 20 or more new students every fall, good things will happen with the finances.

Annual Business

- Throughout these minutes there was approval of three members whose terms expire, as well as, there was approval of the senior scholarships and tuition increases per motions as noted. The other motion highlighted in this report was for minor changes in the college catalog.
- Old Business
 - Discussed purposes of each committee as being included in the description of the committees in the Trustee Handbook. Before we actually provide anything new to the Academic Dean, the President will provide to each trustee what currently is on hand defining each committee for our review.
 - President Parrish will provide email addresses of trustees for each of us.

Next meeting is, Friday, May 9, 2014, same day as graduation, with committee meetings in the morning and full meeting at 1:00 PM

Meeting adjourned at 3:12 PM with Larry Berlin praying.

Respectfully Submitted,



Herb Rainey, Secretary