

BOARD MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, SEPTEMBER 20, 2017, PETERSEN BOARD ROOM, ADMINISTRATION BUILDING, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Board Chairman Carol Merrell, Vice Chairman Bradley S. Barker, III, Treasurer Don Erickson, Trustees Jess E. Ketcham, Bob Salazar, and Wendy Soto, ACC Ex Officio Trustee Butch Keadle and Student Ex Officio Trustee Derek Goldfuss

Board Excused: Secretary Brenda Lyttle

Staff Present: President Joe Schaffer; Vice Presidents Clark Harris and Rick Johnson, Associate Vice President Brady Hammond; Administrators, Faculty, and Staff Members: Nate Huseman, James Miller, Scott Noble, Daniel Powell, Rhonda Priest; and Legal Counsel Tara Nethercott

Visitors: Shawn Benjamin (Method Studios); Ken Tobin, Joshua Schmidt (Architect), and William Wedemeyer (Partner) (Tobin and Associates), Chris Wineman (Semple Brown Design); Kristine Galloway (Wyoming Tribune-Eagle), Brooke Darden (Wingspan) and Toni Ortiz (Campus Activities Board), and Pat Bates, Gail Heimbuch, Ellen Southwell, and Linda Swain (Community Members)

1. CALL TO ORDER of the September 20, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell

Board Chairman Carol Merrell called to order the September 20, 2017, Board Meeting of the Laramie County Community College District Board of Trustees at 7:01 p.m.

2. MINUTES – [Approval of the August 16, 2017, Board Meeting Minutes](#) – Board Chairman Carol Merrell

Trustee Barker moved Trustee Ketcham seconded,

MOTION: That the Board of Trustees approves the August 16, 2017, Board Meeting Minutes as written.

DISCUSSION: None

MOTION CARRIED unanimously.

3. REPORTS TO THE BOARD

A. Staff Senate – Rhonda Priest, President

- Staff Senate now has representation from all designated areas on campus. President Schaffer and President's Cabinet were thanked for their help in promoting Staff Senate participation.
- The Staff Senate and Faculty Senate held a joint roundtable discussion during the fall in-service week. President Schaffer was in attendance to answer questions.
- This year's staff retreat was held on campus in the Clay Pathfinder Building. A June retreat is planned again for 2018.
- The Staff Senate launched a Soaring Eagle Excellence Award for employees at the Cheyenne and Laramie campuses. Maintenance and Grounds employees were the first recipients.
- An October 6th luncheon is planned for new staff employees.
- Staff Senate will be promoting leadership opportunities on campus for all professional and classified staff employees. Professional and classified staff are required to be in their positions for at least two years in order to qualify for most off-campus professional development opportunities.

B. Faculty Senate – Nate Huseman, President

- Faculty Senate is setting academic annual goals that will hopefully give the Faculty Senate a purpose as a representative body and engrain the Faculty Senate more in what's happening on campus. One goal is for the Faculty Senate to become more collaborative with other groups like administration, Staff Senate and the Center for Teaching and Excellence. The goals, currently in draft form, will be submitted to the Faculty Senate for approval on Friday, September 22nd.
- Author Ken Bain will be on campus on Friday, November 3rd, for lunch and comments. Mr. Bain is an American professor and author. He is currently the President of the Best Teachers Institute, a research and educational organization in New Jersey and Washington, D.C. He was previously the Provost and Vice President of Academic Affairs at University of the District of Columbia.
- Faculty Senate is garnering feedback from part-time faculty on the adjunct faculty position description. Solidified feedback will be provided to Dr. Powell no later than October 15th.

4. **PRESIDENT'S REPORT** – President Joe Schaffer

A. [Institutional Effectiveness Report](#)

Prior to giving his report, President Schaffer welcomed Student Ex Officio Trustee Derek Goldfuss, noting he has the privilege of the floor as do the other trustees and his sharing of input from students is always welcome.

Institutional Effectiveness Report – Overall Grade B

- The KPI Report Card serves as the primary mechanism for annual reporting on institutional effectiveness and is presented to the Board as required by Policy 1.1.4 Continuous Improvement.
- The College has two types of indicators—Key Performance Indicators (KPI) and Key Efficiency Indicators (KEI). KPIs monitor the effectiveness of the institution's output and productivity. KEIs monitor the efficiency with which the College manages the institution's output and productivity. The 2016-17 Report Card lists Key Effectiveness Indicators and Key Efficiency Indicators. Each indicator has a grade for FY17.

- **Key Performance Indicator Highlights**

A. Student Participation and Achievement – Grade B

- o Many indicators are significantly influenced by enrollment. The enrollment's decline is reflected in 12-month Unduplicated Headcount and Annualized Full-time Equivalent (FTE) Enrollment.
- o Fall-to-Fall Persistence Rates, as a result of the College's focus on retention, is in an upward trajectory.
- o Tracking how well students perform in their classes is of principal importance for both pragmatic and esoteric purposes. Student Competency indicators denote the students' academic performance in ten areas. Overall, the scores show the faculty have been doing an exceptional job of helping students succeed in the classroom.

B. Academic Preparation – Grade B

- o How well students are prepared to succeed in college-level coursework is monitored through two lenses: 1) How well the College is helping students pursue adult basic education and 2) How well the College is helping students who need some type of remedial or developmental coursework predominately in English and mathematics. Enrollment in the Wyoming High School Equivalency (GED) Program and Percent Who Attain High School Equivalency indicators yielded a Grade A. The College is in the second year of the re-design of developmental English. A year-and-a half of that time was taken to research and design a model that blended two reforms in the field: 1) integrating reading and writing from a developmental perspective and 2) using a co-requisite or combined college-level support. The reported data shows that students taking developmental English in the fall then succeeded in their first college-level course. The percentage of these students increased from 64% in 2014 to 89.7% in 2016 due to the re-design.

C. Transfer Preparation (for transfer to a four-year institution) – Grade C

- C.4.a – Success after Transfer – First Fall GPA for Students Transferring to UW scored an A. Students who transferred to UW last year carried an average 2.99 GPA, which is higher than that of the College’s native university institutions.

D. Workforce Development – Grade C

- D.3 – In-field Job Placement Rate – The decrease in the number of job placements from 2016 to 2017 is partly due to the College’s graduates finding jobs in Colorado. The College is working with the Department of Workforce Services to get access to more comprehensive data sets rather than just using the data from graduate and alumni surveys. Data from the Department of Workforce Services paints a better picture of the College’s graduates’ in-field job placements. Hopefully, next year the College’s partnering with the Department of Workforce Services will secure a better data source and benchmarking system for in-field job placements.

E. Community Development – Grade B

- The College tends to do strongly in the areas for which data is collected. For example, participation in sporting events increased in FY17, largely due to Athletics and Campus Recreation Director Scott Noble’s push for greater attendance in this area.

- **Key Effectiveness Indicator Highlights**

F. Instructional Productivity – Grade B

- The goal is for students to complete their degree as soon as possible and without having to take additional credits.
- F.2.a and F.2.b – The average time to completion is moving in the right direction in terms of getting students through their program.
- F.4.a – Percent of Sections Taught by Full-time Faculty and F.4.b Percent of Credits Taught by Full-time Faculty – The College wants full-time faculty instructing the majority of its students. With Grades A and B, respectively, for these two KEIs, the College is doing quite well here.
- F.5 – Average Credit Section Fill Rate – Grade C – This KEI pinpoints the number of seats available for a credit class and the percent of those seats that are filled.

G. Fiscal Stewardship – Grade B

- G.2 – Core Expenditures per Completion – Grade C – The College is making progress here, because it is spending less to get students to completion. This is a movement toward efficiency.
- G.3.a – Expenditures in Instruction (as percent of Total Expenditures) and G.3.b – Expenditures in Instruction, Academic Support, and Student Services (as percent of Total Expenditures) – Grade A – The College has a goal of at least 50% of core expenditures focused on instruction, because that’s where the College intersects with students the most. A goal of 70% has been set in the three areas of instruction, academic support, and student services, where students are the most impacted. The College is making progress in these areas.

H. College Affordability – Grade B

- H.1.a – Tuition and Fees – Grade C – The College does not control tuition; it does control fees.
- H.1.b – Net Price of Attendance – A challenge of this KEI is a small and discreet cohort of students is used. If one cohort spends a lot, and the next one does not, the results from one data collection period to the next vacillate up and down.
- H.2.b – Total Donations to the LCCC Foundation – Grade B
- H.2.c – Number of Donations to the Foundation – Grade D – This grade is somewhat misleading. Although the Foundation received a fewer number of donations, the gifts from those donations were significantly higher. (see H.2.b above)
- H.3.a – Percent of Students Receiving Privately Funded Aid and H.3.b – Total Privately Funded Aid Awarded – Grade A – This grade is a tribute to the Foundation’s funding aid to the College’s students.

I. Campus Climate – Grade B

- This KEI reports on both student and employee satisfaction. The percentages indicate some goals receiving higher grades are worth celebrating while others are in need of more attention.

Trustee Erickson asked how the A min, B min, C min, and D min are calculated. President Schaffer explained these essentially make up the College's rubric for how the KPIs and KEIs are scored. The A min, B min, C min, and D min are the minimums of the respective Grade A, B, C, and D ranges. Five years of data, a benchmark, and a goal are used for setting the mean for the minimum Grade B. A series of standard deviations are then calculated beginning with the minimum Grade B. One standard deviation above that becomes the top of the B range or the minimum of the A range. One standard deviation below the minimum B range becomes the top of the C range and so on.

Speaking to the calculation of a Grade B for A.1.a – 12-Month Unduplicated Headcount, President Schaffer stated that in order for a Grade B to be achieved, the College would have needed 6,795 unduplicated students this year instead of the actual 5,966. He explained further that another way to look at this is to calculate the mean of the benchmark, the goal, and the average of the unduplicated headcount enrollment in FY 14, 15, 16, and 17, which totals 6,795 or a Grade B. However, the unduplicated headcount in FY17 fell below that at 5,966 with a resulting Grade D. The linked comprehensive [KPI Manual](#) includes the math calculations.

President Schaffer concluded his report, noting the College's methodology for tracking efficiency and effectiveness has been nominated for a bell weather leadership award, and other institutions have replicated the system. The comprehensive system is integrated into the College's strategic planning, budget process, Human Resources prioritization, academic program review, and the non-academic service and function review.

B. Letter to Governor Mead Regarding HB80 Implementation

The letter to the Governor pertains to the interpretation of the 2016 Budget Session's HB80 *Community college budget request recalibration*, called the "Community College Funding Bill," and the calibration of State aid for the community colleges' budget request. The letter was submitted to provide the community colleges' perspective on HB80's interpretation and states the community colleges recognize the challenges with enrollment growth exception budget requests and that these requests are not looked on favorably nor are they easily understood.

Two interpretations of HB80 exist:

- 1) The community colleges should bring an exception budget request when the budget is re-calibrated and have that request advanced through the State's process. (Legislative Service Office and State's Budget Division)
- 2) The standard budget amount should be recalibrated much like that for K-12 and that recalibration should be included in the standard budget request that goes to the Governor and onto the Legislature. (Community Colleges) This interpretation was driven by the community colleges' desire for funding stability, which the one-time nature of the previous model did not provide.

The community colleges want to move away from the enrollment growth mechanism used in the past. These enrollment requests are one-time in nature and volatile. The requests submitted in the last eight years were never funded in their entirety but rather at about 70%. The one exception was the request submitted during the last legislative session, which received the assistance of Governor Mead. An interpretation of HB80 that mandates the community colleges continue to submit exception requests is flawed. The community college presidents will be meeting with Governor Mead next Thursday to go through the budget.

C. Building Campaign Update

The November 7th election is only seven weeks away. The Board received copies of the mailer outlining the projects and their concepts. The www.buildlccc.com website is live, and a list of FAQs is being compiled. The Foundation is actively organizing promotional activities, and President Schaffer and staff are preparing community presentations. Trustee Soto asked that the Board be notified of when and where can participate. Trustee Erickson seconded that request. Board Chairman Merrell suggested the trustees get signatures on the engagement cards stating support for the project and distribute yard signs.

D. Community Planning Update

The community planning project received funding from the Joint Powers Board, and a contract was signed through the Cheyenne Community Foundation with Market Street, the consultant who will be helping with the project. Next steps will include assembling a technical advisory committee and the remainder of the steering committee. A visit from Market Street is being scheduled as a part of Phase I that will include holding open houses and focus groups and conducting surveys as part of a comprehensive community assessment. The trustees will likely receive invitations to these events.

E. [DACA \(Deferred Action for Childhood Arrivals\)](#)

A letter authored and signed by the seven community college presidents to Wyoming's congressional delegation appeared in this morning's *Wyoming Tribune-Eagle*. The letter imparted the community colleges' perspective on President Trump's removal of protections from the children of undocumented immigrants slated to take place in about five months. President Trump has asked Congress to address the situation through legislation, which he sees as the appropriate venue. DACA under President Obama's executive order provided protections for these children who have grown up in the United States, have filled jobs and completed their education, and know no other place as home.

In other discussion, President Schaffer stated the College and Laramie County School District No. 1 participated in the KRESKE Foundation's FAFSA (Free Application for Federal Student Aid) Completion Challenge to increase the number of FAFSAs completed. LCCC significantly increased the number of FAFSAs filed by 47% and led the state in stimulating the increase in filing FAFSAs. LCCC competed against larger populations, such as Austin, Texas, Jacksonville, Florida, Jackson, Mississippi, and Phoenix, Arizona. LCCC took second place in terms of FAFSA filings and was awarded second place and \$50,000 to continue the work in this area. President Schaffer commended the partnership between LCSD No. 1 and the College's Financial Aid and High School Programs offices.

5. WORK ITEMS

A. [Recreation and Athletic Complex \(RAC\) Draft Level II Plan](#) – Vice President Rick Johnson, Ken Tobin, Tobin and Associates

Mr. Tobin shared what has taken place since the August 16th Board meeting and the Level II Plan's content.

- Three meetings to gain public input have been held. One of those was a third meeting with students, during which they were presented with the project's design and sketches. Basically, the students were behind the project 100%.
- The floorplans and sketches have not changed, and the project's estimated cost remains at \$14 million.
- The Level II Plan addresses the project's goals, needs, opportunities, and financing. Vice President Johnson assisted with the financing portion of the report. Minutes of community forums held at the Laramie County Library and LCCC, space utilization and design (plans and perspectives), and existing facility evaluation and recommendations were also included along with an opinion of probable cost of \$14,208,400.

A concern was voiced about the plan having only two bathrooms and the location of those bathrooms on the second floor. Mr. Tobin stated the plan will undergo more changes. President Schaffer added the Level II Plan is a feasibility study about the needs and programming for the space and is intended to show that the project, given its parameters, is feasible. The Level III Plan will contain the project's schematic design.

B. [Fine Arts Draft Level II Plan](#) – Vice President Rick Johnson, Chris Wineman, Semple-Brown

Mr. Wineman shared the following comments about the Level II Plan draft:

- Many of the components are similar. Specialized design parameters for acoustics and performance equipment have now been included.
- A cost estimator has steered the project, so that it remains within the budget parameters set for the project. The report includes a detailed cost estimate.
- Square footage was reduced in two ways: 1) by efficiently designing the Performance Hall's square footage for the hall's height, seat count, and circulation space and 2) carefully determining the spaces that would be renovated and the spaces that would be relocated. Relocating space has more of a budget impact, so the number of spaces to be relocated was minimized. The Fine Arts Building's renovated 45,000 sq. ft. will work well with the new performance venue's 11,000 sq. ft. and will offer opportunities for growth and instruction in the visual arts, theater, and music programs.
- The Fine Arts Building's renovation and expansion combined with the anticipated Library project has the potential of being perceived as a new gateway to the north edge of the campus.

At President Schaffer's request Mr. Wineman spoke to an assessment of the space from a functional educational perspective and the need for deferred maintenance. Mr. Wineman stated the western portion of the Fine Arts Building has not been renovated in a comprehensive way since the building's construction. From a functional standpoint no theater instructional space exists in the building, which is very inefficient when instruction and performance are occupying the same space, in this case the theater. The interior is designed like 1980's classrooms with dropped ceilings and no acoustics specifically in rehearsal areas. And, the building does not allow flexibility in terms of how programs are offered.

C. [Residence Hall Draft Level II Renderings and Graphic Layouts](#) – Vice President Rick Johnson

Vice President Johnson stated a Level II Plan with schematic design for the residence hall project will be presented during the October 18th Board meeting. Method Studio was asked to take their feasibility work through the schematic design phase. Additionally, the project's total cost, which continues to remain solid, will be re-estimated with the involvement of contractors.

Vice President Johnson stated for Board Chairman Merrell that some 500 applications have been received for housing in the residence halls that has only 267 beds. The need for a new residence hall with 350 beds is substantiated by the number of applications beyond what the College could accommodate.

6. APPROVAL ITEM

A. [ACCT Voting Delegate and Alternate](#) – Board Chairman Carol Merrell

Board Chairman Merrell and Trustee Soto, Trustee Salazar, and Trustee Ketcham will be attending the ACCT Leadership Congress that will be held in Las Vegas, September 25-28.

Trustee Soto moved and Trustee Erickson seconded,

MOTION: That the Board of Trustees approves Board Chairman Carol Merrell as the delegate and Trustee Bob Salazar as the alternate during the September 25-28, 2017, ACCT Leadership Congress.

DISCUSSION: None

MOTION CARRIED unanimously.

Later in the meeting Trustee Erickson suggested because of the overwhelming content of the agenda for the Congress, that those attending review the session opportunities and decide how to cover as many as possible. President Schaffer said he would be happy to share his thoughts as well.

7. BOARD REPORTS

A. Board Member Updates – Board Chairman Carol Merrell (*Standing Agenda Item*)

Trustee Salazar is the Board's representative on the Pathways 2.0 committee and will be attending the Pathways Institute No. 1 in Washington, D.C., with the other committee members in November. The committee has met three times on March 3rd, yesterday, and today. The committee's discussion is preliminary at this stage. The Guided Pathways implementation will introduce a lot of change, and champions for the change will be needed to minimize resistance. President Schaffer added Trustee Salazar has adapted quite well to conversations and has shared great perspective. Updates will be made to the Board as progress is made. Board Chairman Merrell thanked Trustee Salazar for being their representative, noting the trustees share the workload that includes committee representation and participation. President Schaffer stated for Trustee Erickson that the College's Pathways coach is Dr. Linda Garcia, who is a vice president at the Center for Community College Student Engagement and assists the College with CCSSE (Community College Survey of Student Engagement) and SENSE (Survey of Entering Student Engagement).

B. Finance and Facilities Committee (September 13th Meeting) – Trustees Don Erickson and Jess Ketcham

Trustee Erickson reported the Committee:

- Reviewed the building projects.
- Received an update on the McIlvaine Plaza.
- Received a report on the Crossroads Building's re-purposing. The project has received a lot of student feedback on areas of interest such as study areas, social areas, and vending machine locations.
- Discussed the re-purposing of the Administration Building that included the re-location of the Board Room. Possible locations include the lower level of the EEC Building, the garden area to the north of the current Board Room's location, and rooms CCC 178/179.
- Noted the Laramie County Community College Building Authority will meet October 25th regarding bonds relative to the November 7th bond election.
- Reviewed fund balances and balance sheets with no questions.

The Facility and Finance Committee's next meeting will be held on Monday, October 16th, at 11 a.m.

Trustee Erickson moved and Trustee Ketcham seconded,

MOTION: That the Board of Trustees accepts and approves the following items:

- 1) [Current and Auxiliary Fund Balance Sheet Reports as of August 31, 2017](#)
- 2) [Current and Auxiliary Fund Budget Reports as of August 31, 2017](#)
- 3) [August 2017 Procurement and Contracting Report](#)

DISCUSSION: None

MOTION CARRIED unanimously.

8. EX OFFICIO TRUSTEE UPDATES (*Standing Agenda Item*)

A. ACC Advisory Board Ex Officio Trustee – Mr. Butch Keadle

Mr. Keadle stated the ACC's strategic plan should be complete within the next 10 days to 2 weeks. The plan will assist the ACC with educational programming, community development, and workforce development. Mr. Keadle will have more information about enrollment numbers, the strategic plan, and the ACC's Advisory Council at the October Board meeting.

Discussions have escalated about UW/2+2 and dual enrollment and programming with Laramie High School. Ex Officio Keadle ask President Schaffer if he was invited to attend the University's trustee meeting on economic diversification, education attainment goals, and workforce development. President Schaffer stated he was not but added he has been involved in conversations with Dr. Nichols about the ENDOW effort regarding education attainment goals. One of the areas that have the greatest challenge in raising the attainment level is with baccalaureate degree and graduate degree holders in Wyoming. From 1979 to 2014 the attainment of a bachelor's degree by the state's adult population has increased by about 4%. The ENDOW report calls for greater focus on research associated with industries that will help with diversification, patent generation, commercialization and research, and tech transfer. President Schaffer anticipates the ENDOW conversations involving the University and community colleges will escalate.

President Schaffer asked that consideration be given to scheduling a meeting in Laramie with the ACC's Advisory Council in the spring.

B. Student Ex Officio Trustee – Derek Goldfuss

Board Chairman Merrell welcomed Ex Officio Goldfuss, stating the Board looks forward to his report each month. Mr. Goldfuss reported on the following:

- During the summer, three senators attended the Presidential Leadership Summit. Ex Officio Goldfuss and SGA Vice President Sebastian Houston were two of the three who attended the Summit and are maintaining contact with the participants.
- The Student Leadership Institute was held in Estes Park, during which the College's student leaders got to know the residence assistants and student ambassadors.
- The SGA is looking at bringing back student engagement with coffee breaks.
- The SGA officers are President Chris Smith and Vice President Sebastian Houston.
- The SGA is pursuing the completion of the scholarship that was started a year ago and hope to have the scholarship endowed this semester. The scholarship must have \$5,000 in contributions in order to be endowed. President Schaffer will match \$2,500 in contributions, when the first \$2,500 has been raised.
- A Dungeons and Dragons club is being organized.
- Some student interest has been expressed about adding vending machines in the Clay Pathfinder Building. The student body will be polled about their interest.

9. NEW BUSINESS – Board Chairman Carol Merrell

A. Board Evaluation

Board Chairman Merrell asked the trustees if they had any questions on times year's evaluation. The evaluation will contain the same questions as last year's (listed below). A question was asked if the self-evaluation responses could be discussed in an executive session. Board Counsel Tara Nethercott advised

this would not be allowed under the statute covering executive sessions. The trustees had no other questions.

- 1- What does the LCCC Board do well?
- 2- What could the LCCC Board do better?
- 3- State two major challenges facing the College. Please do not include funding the College's budget as one of these.

The self-evaluation survey will be available online to the trustees on Thursday, September 28th, with the survey closing on Wednesday, October 11th, by end of business. (POSTSCRIPT TO MINUTES: The survey was emailed to the trustees on Friday, September 29th. The survey closed on Thursday, October 12th.)

10. ADDITIONAL ITEMS – Information Only

- A. [Historical List of Board Motions](#)
- B. Board Correspondence
 - 1) [Wyoming Girls State – Arlene Lester, Melissa Gallant, Rakhshi Hamid](#)
 - 2) [2017 FAFSA Completion Challenge](#)

Board Chairman Merrell shared an article that appeared in the September 7th *Wyoming Tribune-Eagle* about Arshi Rizwani-Nisley's "Making Democracy Work" award bestowed on her by the League of Women Voter on September 6th.

11. NEXT MEETINGS/EVENTS

- **October 18** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **November 8** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **December 6** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)

12. PUBLIC COMMENT (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Carol Merrell

Community members expressed their interest in the College keeping the pool. They were particularly interested in being able to continue taking water aerobics classes for exercise and health reasons. They believed the removal of the pool would be a huge loss to the community and that the pool could be used for physical therapy, children's swimming lessons, survival classes, water polo, and a student swim team. Also mentioned was the possibility of requiring a membership to access the College's facilities, so that the use of the pool would bring in revenue to the College.

Trustee Erickson stated he appreciated their comments and said his wife also uses the pool but understands the decision to eliminate the pool was not an easy one. He also stated his vote for the bond issue was made in the best interest of the College's students and the community as a whole.

13. ADJOURNMENT of the September 20, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell

Prior to the adjournment of the meeting, Trustee Barker moved and Trustee Soto seconded,

MOTION: That the Board of Trustees convenes an executive session to discuss a legal matter.

DISCUSSION: None

MOTION CARRIED unanimously.

Board Chairman Carol Merrell adjourned the September 20, 2017, Board Meeting of the Laramie County Community College District Board of Trustees at 8:38 p.m.

Respectfully submitted,

Vicki Boreing
Board Recording Secretary