

BOARD MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, JULY 18, 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, Secretary Brenda Lyttle, Trustees Jess E. Ketcham, Bob Salazar, and Wendy J. Soto, and ACC Ex Officio Trustee Butch Keadle

Staff Present: President Joe Schaffer; Vice Presidents Clark Harris, Judy Hay, and Rick Johnson, Interim Associate Vice President Lisa Trimble; Interim Executive Director Talisha Mottinger, and Executive Director Tammy Maas; Staff Member Scott Noble; and Legal Counsel Tara Nethercott

Visitors: Kristine Galloway (Wyoming Tribune-Eagle)

## *MINUTES*

1. **CALL TO ORDER** of the July 18, 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 July 18, 2017, Board Meeting of the Laramie County Community College District Board of Trustees at 5:42 p.m.

2. **MINUTES** – Approval of the [June 28, 2017 Board Meeting Minutes](#) – Board Chairman Carol Merrell

Trustee Barker moved and Trustee Soto seconded,

**MOTION:** That the Board of Trustees approves the June 28, 2017, Board Meeting Minutes as written.

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

3. **REPORTS TO THE BOARD** – No reports were given in July.

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

A. [2018 Foundation Priorities](#)

President Schaffer stated as part of the College's operating agreement with the Foundation, he is required to bring a list of priorities to them each year. Recognizing the size and scope of the priorities, a decision was made to give the priorities a rolling timeframe, where they may rollover into the next fiscal year. The intent is to communicate the College's priorities, so the Foundation can deploy their development efforts to align with the College's priority needs. The priorities will be presented to the Foundation Executive Committee and then to their full board for final approval. President Schaffer reviewed the five priorities noting the following on each:

- Priority 1 – The Foundation is asked to assemble a campaign for the new residence hall, the Recreation and Athletic Center (RAC) renovation and expansion, and the Fine and Performing Arts Building.
- Priority 2 (rolls over from FY17) – The Foundation is asked to continue its successful naming of key buildings and securing of substantial private gifts.

- Priority 3 (rolls over from FY17) – The Foundation is asked to continue working with the division of Athletics and Recreation to increase the levels of private funding to support LCCC athletics.
- Priority 4 (rolls over from FY17) – This priority previously asked the Foundation to establish endowments for faculty chairs. The priority now asks the Foundation to establish endowments to fund programs intended to serve special populations and their associated programs, such as those for veterans, LCCC's food pantry for students, the Children's Discovery Center, dual and concurrent enrollment, and high school program for at-risk youth. The previous faculty chair endowment is still important. However, the cost to support the College's faculty chairs would be about \$1.2 million.
- Priority 5 (rolls over from FY17) – The Foundation is asked to continue exploring donor and community relations, which is a recognized ongoing effort and focus of the Foundation.

B. July 11, 2017, State Building Commission Meeting

President Schaffer is now President of the Presidents' Council, which is made up of the seven community college presidents. In this role, he presented the community colleges' capital construction project request to the State Building Commission last Wednesday, July 12<sup>th</sup>. Much concern was expressed about whether funding would be available for capital construction projects. All of the community colleges' projects will move forward for the Governor's consideration, including the Albany County Campus classroom expansion and the Fine and Performing Arts Building authorizations. However, the Governor reminded everyone that just because he voted for a project as a member of the State Building Commission, does not suggest the project will appear in the Governor's budget. The only projects submitted were those from the community colleges; in addition to LCCC's two authorizations, two were for capital construction funding, one was for the Casper College Visual Arts Building, and the rest were for planning dollars. The CREG report will guide the State's budget decisions.

C. November Board Meeting – Move to Wednesday, November 8<sup>th</sup> (AACC Pathways is on November 16<sup>th</sup>.)

The Board agreed to move the Wednesday, November 15<sup>th</sup>, meeting to Wednesday, November 8<sup>th</sup>. Trustee Salazar, President Schaffer, and others will be attending the AACC Pathways Institute No. 1 in Washington, D.C., November 16-18.

**5. APPROVAL ITEM**

A. Potential Bond Campaign – President Joe Schaffer

President Schaffer stated he wanted to hold a meeting in July so that no ground would be lost in moving forward toward a campaign. The committee overseeing this project has done a great job and includes five to six students, depending on their schedules. The purpose for presenting more detailed information on each project's plan tonight is to assure an understanding exists about the concept, what's incorporated in the projects, and the cost of each, so that the Board can indicate whether the College is to move forward with the educational portion of the campaign.

1) [Residence Hall Project – Method Studio – Salt Lake City](#)

The new residence hall has a cost ceiling of \$28 million. The exact costs will be determined within a week or two. All three designs, which are schematics only at this stage, will have a cost not to exceed \$28 million and have a programming plan that stipulates, for example, the number of beds per room, the number of rooms per floor, and the number of bathrooms per student for a residence hall with 350-400 beds.

Three concepts have been prepared by Method Studio—the Canyon Concept, Terrace Concept, and Courtyard Concept.

- The Canyon Concept
  - The construction site of the new residence hall would be to the west of the existing newer residence hall.
  - The parking area is designed to preserve the parking area to the east.
  - A sky bridge connecting the existing residence halls would be built one story higher and could include a glassed-in area underneath the sky bridge.
- The Terrace Concept
  - The residence hall would be built into the grade with 10 to 12 ft. of vertical slope.
  - A series of terraces would be constructed to the east of the building.
  - A quad area could be built that could be accessed from each building.
  - The design includes a sky bridge.
  - All of the parking area would be pushed to the west.
- The Courtyard Concept
  - As with the other designs, the Courtyard Concept's outdoor area is designed to be fully protected from the weather. The other designs also have protected areas, but the Courtyard Concept fully encapsulates it.
  - The location of this residence hall would consume the space where the modular resides.
  - Existing parking would be impacted if the residence hall were built to the east. The additional parking represents the number of spaces needed for the residence hall's student capacity.
  - The Courtyard Concept's building would not be connected to the other residence halls because of the location of the mechanical room to the existing east residence hall.
  - Although the new residence hall will be premium and exciting, increasing the rental rate to offset the \$8 million subsidy could make the rental rate higher than what is being charged by the other Wyoming community colleges and also some in Colorado, and that would be a concern.

The College has a fixed contract that was fully negotiated with the architect to deliver a Level II Plan for the residence hall project. Choosing one of the concepts and its proposed location at this time would not reduce the architect's cost.

## 2) [Fine Arts Remodel/Expansion – Semple Brown](#)

President Schaffer stated this project has some significant history with the College. One project proposal costed out at \$50 million and another at \$25 million. The current project proposal has a threshold of \$14 million. Semple Brown has determined the following can be accomplished within the \$14 million budget.

- a comprehensive remodeling of the west end of the Fine Arts Building, starting with the Clay Art Gallery all the way to the Mass Media/Multi-Media (Wingspan), IT and PR areas
- an enhancement of the eastern end of the Fine Arts Building
- an addition affixed to the north side of the existing building where the boot and water feature are located for the auditorium/performance hall with 450 seats (Comparators: Civic Center has 1,500 seats; the schools auditoriums have 300 seats; and churches have less than 300 seats.)
  - The design will not allow for enhanced theatrical productions that would require a higher ceiling, deeper stages, fixed sets, and intricate rigging. The design will support musicals, lectures, and gatherings in a beautiful facility.
  - The proposal also includes a lobby with the Clay Art Gallery attached for more public visibility.
  - The music production and theater classroom would be moved closer to the rehearsal studio and performance hall for proximity purposes. Doing so will displace the College's printing

center and all of the Public Relations offices. Two general use classrooms predominately used for English will be taken offline to accommodate the relocation of the Public Relations offices and the printing center. (The Campus Master Plan showed the College has a surplus of general use classroom space.)

In summary, Semple Brown's proposal incorporates the renovation of about 30,000 sq. ft. and the addition of about 12,000 sq. ft., includes a 450-seat performance hall, calls for a comprehensive renovation that updates the performing arts and music venues, enhances the theater, updates the visual arts and mass media/multi-media areas into relevant spaces, and addresses infrastructure issues. The performance hall was not sited south of the campus for three reasons: 1) the possible siting of a new residence hall, 2) the performance hall would have to be located in the middle of the academic mall, and 3) parking needs. The exterior façade will break up the monotony of concrete structures and will enhance the visual appeal of the north side of the campus. The performance hall will be 10 ft. shy of the height of the Health Science Building, which will create another visual impact. In addition, infrastructure issues will be repaired.

#### **Additional Information**

- Programming needs were derived from faculty input. The performance hall design, however, does not meet the expectations or wants of the theater program or faculty.
- Semple Brown's cost projections range from \$15/sq. ft. to \$200/sq. ft. and indicate the detailed level of analysis performed on the areas to be renovated. The wide range of course costs is because some of the space can be renovated, where other spaces have to be gutted and re-built. The performance hall's new construction will be very specialized and is estimated at \$600/sq. ft.
- Based on nudging from the Construction Management Division, a façade enhancement and daylighting concepts that would draw in natural light are being discussed and would be within the project's price constraints.

### 3) [Recreation and Athletic Center \(RAC\) Remodel/Expansion – Tobin & Associates](#)

President Schaffer stated the Board approved a joint reconnaissance study for the RAC during their May 27, 2015, meeting and that study produced a good plan from an electrical and infrastructure standpoint. Three options were brought to the Board this evening. A final proposal is not being recommended. Discussion has been held concerning whether the College should play a role in providing recreation options for the community. However, budget does not exist to accommodate doing so. For example, the initial statements for an indoor turf area would be a minimum of \$7 million. (The indoor turf on the 6<sup>th</sup> Penny ballot had an estimated cost of \$6.7 million.)

#### **The \$16.1 million Option – Three Levels – 84,000 sq. ft. – Five High-Level Priorities (This option is very similar to the plan approved by the Board three years ago.)**

- Upgrades athletic space, so the College can compete in the recruitment of athletes and can hold tournaments at LCCC.
- Provides fitness and recreation facilities for students.
- Upgrades some of the outdated aspects of the buildings, such as locker rooms.
- Upgrades the HVAC and electrical systems, so additional air conditioning, lighting, and fitness equipment can be added.
- Adds gathering space, a student health clinic space, appropriate study space, and space for the climbing wall. The pool area is also addressed. Three options are proposed for the pool: 1) fill it in and use the space for another purpose, 2) refurbish the pool (same size, same design), and 3) convert the pool area to a recreational aquatic area ("leisure pool") for community purposes. The gym would not have significant modifications, and the racquetball courts would be removed.

**The \$15.1 million Option – Three Levels – 84,000 sq. ft.**

- The Multi-purpose/Community area and the athletics area are the same as in the \$16.1 million option.
- The pool is replaced with a larger student gathering space, student health clinic, and very nice classroom spaces.
- More recreational and fitness space is included in this model.

**\$14.2 million Option – This plan is the preferred because of the cost in within budget.**

- This option is the same as the \$15.1 million option except the gym will not be undergo any change. The racquetball courts remain. Therefore, the exercise rooms planned for this space would not be included.

**Additional Comments**

- Minimal interest was voiced among the sparse number of community members who attended the focus groups at the Laramie County Library and the Clay Pathfinder Building.
- At a minimum, the HVAC, electrical, and locker rooms must be addressed. Also, the pool's condition is subpar and needs to be addressed, either by its removal, refurbishing, or redesign.
- The roof has been repaired, and structurally, the building is great.
- Enrichment classes that utilize the pool are full. Kids love the pool break during summer programs. However, students do not use the pool.
- Trustee Erickson's believed the indoor, year-around sports/turf arena should be re-visited primarily for LCCC athletics and secondarily for the community.

4) [Bond Amounts and Impact](#)

Vice President Johnson reviewed his summary (linked above) of the estimated cost and source of funds for each project after which he stated the College is poised to contract the issuing of a General Obligation Bond in the amount of \$29,885,350—Fine Arts Remodel/Expansion \$7,000,000, Recreation and Athletic Center \$11,200,000, Residence Hall \$8,000,000, Sinking Fund (7% of bond proceeds) \$1,834,000, Cost of issuance (.425% of bond proceeds) \$111,350, and Contingency \$1,740,000.

**Additional Comments**

- The College has a debt capacity of \$36 million before reaching the statutory ceiling.
- The possibility of the federal government slowly raising interest rates that would affect the average coupon rate was taken into consideration along with the cost of installation which is also a variable.
- The timing of the election would be opportune for the Governor to give consideration of whether or not he builds support into his budget for the Fine Arts Remodel/Expansion, which he has to release on December 1<sup>st</sup>. The Legislature would still have to fund their portion of the cost. If the Legislature chooses not to allocate funds for the Fine Arts Remodel/Expansion, the College would be relegated to doing only the renovation and not adding on the performance hall.
- Should the bond issue pass, general obligation bonds (property tax) would be issued by the College District, and lease revenue bonds for the residence hall would be issued by the LCCC Building Authority. The lease revenue bond monies would come from room revenues to pay \$20 million back to bondholders of the total \$28 million for the new residence hall's construction.
- If the \$16.1 million option is chosen, the College would likely have to move away from allowing access to the RAC strictly through class registration. An annual community membership would likely be considered, similar to what is required of the College's employees, who pay an annual fee. The pool would also be programmed through courses and camps, etc.
- The \$3/credit hour/year student fee would be assessed for 15 years. Although fees are the domain of the College and not the Commission as is tuition, trying to maintain a fee threshold is

- important, so raising the \$3 student fee to \$5 would not be preferred. If the \$3 fee was raised to \$5, other fees would need to be lowered to offset the total fees assessed.
- The RAC committee has proposed the RAC needs a niche, i.e., something unique. For example, the climbing wall. Hours of operation would need to be increased. Weekend access would also be important. The extended hours would have some auxiliary costs in terms of operation.
  - Any revenue generated by the community for the pool and the climbing wall would be just enough to cover operating costs but not substantial enough to help pay the debt of the building.
  - For simplicity, one comprehensive project would be placed on the ballot.

President Schaffer stated he would find it difficult to embrace alternative funding plans because they all would come with significant compromises. Building a residence hall without the subsidy is possible. However, to do so, the size would have to be reduced by decreasing the number of beds, which would also reduce the revenue. The end result would be a significant increase in what would need to be charged to students to service the debt over an elongated period of time and would place the cost of living in the College's residence hall out of the market.

Speaking to the Fine Arts Remodel/Expansion, President Schaffer stated if funding was not affirmed by the voting populace, the College would have to pick away at fund balances and major maintenance funds to do pieces of patchwork, such as removing the baseboard heating system and doing sound and wall abatement. No changes would be made to the facility's structure, and the College's major maintenance funds and fund balances would be depleted. Then the question becomes, does the College continue to programmatically use that space or "mothball" the space and completely shut it off. Both options would be detrimental to the recruitment and retention of students. This message should be communicated to the community.

Trustee Lyttle moved and Trustee Soto seconded,

**MOTION:** That the Board of Trustees formally expresses their intention to call for an election seeking public support of three projects—a new Residence Hall, Fine Arts Remodel/Expansion, Recreation and Athletic Center—and directs President Schaffer to begin developing and sharing educational materials pertaining to the projects.

**DISCUSSION:** Trustee Erickson moved and Trustee Ketcham seconded the following amendment to the original motion.

**AMENDMENT TO THE ORIGINAL MOTION:** That the Board of Trustees explores the desirability of having a three-item general bond election rather than a one-item general bond election.

**DISCUSSION:** Trustee Lyttle respectfully disagreed with exploring a three-item general bond election, stating three different issues would require three different campaigns. She added having a one-item campaign would be seen as support of LCCC and its program needs at large that would move the College forward and help the College grow. In response to Trustee Ketcham's and Trustee Soto's questions concerning the strategy and motivation behind a one-item ballot issue instead of a three-item bond issue, President Schaffer stated that each project will appeal to different members of the community. However, the polling responses seem to indicate a one-item bond issue representing a collective effort resonates the best with the community. The idea being a taxpayer will vote for a one-item ballot to assure their project receives approval. For Trustee Salazar who asked who would oppose the ballot issue, President Schaffer stated statistics show 40% of the voting populace will not vote for any tax-supported issue. Some of the College's strong supporters may also not support this particular bond issue. Having an indoors sports facility could be a secondary item on the ballot because it's not central to the College's projects, but no polling has been done to indicate any support for this.

Trustee Soto called for the question.

**AMENDMENT TO THE ORIGINAL MOTION** failed with 6 no votes and 1 yes vote from Trustee Erickson.

Trustee Erickson moved and Trustee Ketcham seconded,

**AMENDMENT TO THE ORIGINAL MOTION:** That the Board of Trustees approves funding the Fine Arts Remodel/Expansion project at \$14 million (rather than \$7 million).

**DISCUSSION:** President Schaffer noted the bond issue would then increase to about \$36.8 million. Trustee Erickson confirmed this was the intent of his motion. The College's debt capacity as of July 1, 2017, is \$57.9 million. The Board discussed the impact of adding \$29.8 million to the College's current debt capacity of \$21.6 million, which would bring the total debt capacity to \$51.4 million, just under the College's debt ceiling of \$57.9 million. Vice President Johnson suggested leaving some debt capacity room in the event the College experienced a crisis and could not get State support to help remedy that crisis. When asked if the Foundation would be able to raise the \$7 million in the timeframe necessary to fund the construction, Interim Associate Vice President Lisa Trimble stated the reality is it took 16 months to raise \$2.5 million for the library project, and the likelihood of someone making a one-time gift of \$7 million would be a rare occurrence. Counsel Nethercott responded to the question of whether or not the College could make the ballot issue contingent on legislative funding, saying she did not believe having a contingency piece would be prudent.

President Schaffer acknowledged the projects are critical for the College, the students, and the community. However, he did not know if he could make a solid recommendation at this time on whether to maximize the College's credit line, nor did he know if the Legislature would be swayed by the College's attempt to fully fund the Fine Arts Remodel/Expansion with a bond issue,

Trustee Erickson edited his amendment with Trustee Ketcham's agreement. Trustee Ketcham agreed.

**REVISED AMENDMENT TO THE ORIGINAL MOTION:** That the Board of Trustees approves having the College staff bring forward a reasonable examination of whether the College should go forward with a proposition to the community for a \$14 million bond amount for the Fine Arts Remodel/Expansion rather than the \$7 million as presented in the "Estimated Summary."

**ADDITIONAL DISCUSSION:** President Schaffer stated the College's staff has four weeks until the Board's August 16<sup>th</sup> meeting to develop a formal recommendation and asked Trustee Erickson what the "reasonable examination" would look like. Trustee Erickson stated if the formal recommendation does not support the amendment, then the staff should justify that response. Board Chairman Merrell and Trustee Lyttle both stated the staff have already examined the funding possibilities and have brought to the Board their recommendation based on that examination. Trustee Lyttle asked what the College's assuming full debt capacity would say to the community about fiscal responsibility. Vice President Johnson noted the College has three other debt services at this time that will "come off the books" in 2024 but will not affect the debt ceiling. Trustee Ketcham observed the funds from the bond election would not be tapped for a year or two and so asked what will the College have paid off in that time. Vice President Johnson stated the debt series attached to the debt ceiling would be about \$1.2 million a year with a portion going to interest and another to principal. A change in valuations might be another factor. For Ex Officio Keadle who asked about what percent of a fund balance is usually kept in reserve, Vice President Johnson stated he believed 10% makes sense, which is about \$5 million on the College's Current Fund budget of around \$50 million, and the College has that in the fund balance. President Schaffer said a "hard and fast rule" for education does not exist and

reiterated the amount tested in the polling of voters was \$29 million. Generally, when the margin goes up, the favorability goes down. If the Board decides to fund \$2 million for the pool, the College can find ways to get behind that.

Trustee Erickson called for the question.

**REVISED AMENDMENT TO THE ORIGINAL MOTION** failed with 5 no votes and two yes votes from Trustee Erickson and Trustee Ketcham.

**ORIGINAL MOTION** carried with six yes votes and one no vote from Trustee Erickson.

B. [President Schaffer's FY18 Goals](#) – President Joe Schaffer

President Schaffer stated his FY18 goals reflect what was discussed during his evaluation and are based on the Board's feedback during those discussions. Goal No. 1 Academic and Enrollment Master Planning has been broken into the four areas the Board asked to be addressed. One of those is Strategic Enrollment Management specifically requested by the Board. President Schaffer noted the four sub-goals are each contingent on the other. Until the programmatic direction, design of programs and pathways, and communities are understood, determining what student populations the College will want to target for enrollment will be difficult.

Trustee Barker moved and Trustee Lyttle seconded,

**MOTION:** That the Board of Trustees approves the goals jointly developed for President Schaffer for the 2017/2018 fiscal year and directs the President to provide an Institutional Effectiveness Report in early fall, a progress update in December or January, and a self-evaluation in late spring 2018.

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

C. [Community Visioning and Planning Initiative](#) – President Joe Schaffer

President Schaffer stated that so far no changes have been made to the draft resolution, and that he is asking the Board's approval to formally sign on to the initiative as an active member. He clarified the College's monetary contribution is still the full amount of \$5,000/year for two years. Trustee Erickson stated he fully supports the resolution.

Trustee Ketcham moved and Trustee Erickson seconded,

**MOTION:** That the Board of Trustees endorses the Community Visioning and Planning Initiative and directs President Schaffer to sign the initiative's resolution, committing the College to the expectations spelled out therein.

**DISCUSSION:** President Schaffer explained the initiative represents the community's collective desire to diversify and strengthen the community. However, common goals and an implementation plan do not exist to accomplish this. The Community Visioning and Planning Initiative will engage the community in an analysis of community needs and expectations and will determine what community entity is responsible for what action(s) that will lead to the joint accomplishment of an implementation plan. President Schaffer anticipates an 80% participation of those who have been requested to participate. At Board Chairman Merrell's request, President Schaffer will provide a regular report on the initiative's progress.



**MOTION CARRIED** unanimously.

**6. BOARD REPORTS**

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

Board Chairman Merrell had no updates to share.

B. Finance and Facilities Committee (July 12<sup>th</sup> Meeting) – Trustees Don Erickson and Jess Ketcham

Trustee Erickson stated time did not allow the review of the financial statements. In addition, the Facilities and Finance Committee wanted more time to review “the past year’s experience,” so no recommendation for approval will be made for the items below. The various fund balances as of July 1, 2016, and their descriptions as presented by Comptroller Nola Rocha were reviewed. Trustee Erickson asked that this information be emailed to the trustees. (POSTSCRIPT TO MINUTES: The documents were emailed as requested.)

- 1) [Current and Auxiliary Fund Balance Sheet Reports as of June 30, 2017](#)
- 2) [Current and Auxiliary Fund Budget Reports as of June 30, 2017](#)
- 3) [June 2017 Procurement and Contracting Report](#)

Vice President Johnson stated the actual July 1, 2017, fund balances will be presented to the Facilities and Finance Committee on August 9<sup>th</sup>. Those fund balances will be provided to the trustees following that meeting.

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

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

ACC Ex Officio Trustee Butch Keadle reported Dr. Brady Hammond has been offered the position of associate vice president effective August 14<sup>th</sup>. President Schaffer stated he wanted to publicly recognize Ex Officio Keadle’s service on the screening committees, noting the numerous hours Mr. Keadle has devoted to these meetings.

**8. NEW BUSINESS** – Board Chairman Carol Merrell

No new business was brought forward.

**9. ADDITIONAL ITEMS** – Information Only

A. [Historical List of Board Motions](#)

**10. NEXT MEETINGS/EVENTS**

- **August 16** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **August 22** – Fall Kickoff/Convocation – More Information to Follow
- **September 20** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **October 18** – Board Dinner and Meeting (Dinner: 5:30 p.m. – CCC 178/179; Meeting: 7 p.m. – Board Room)
- **November 15 (The November 15<sup>th</sup> meeting was moved to Wednesday, November 8<sup>th</sup>.)** – 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)

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

No member of the public requested an opportunity to comment.

**12. ADJOURNMENT** of the July 18, 2017, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell

Trustee Soto moved and Trustee Erickson seconded,

**MOTION:** That the Board of Trustees adjourns the July 18, 2017, Board Meeting of the Laramie County Community College District Board of Trustees at 8:13 p.m.

**DISCUSSION:** None

**MOTION CARRIED** unanimously. and Board Chairman Carol Merrell adjourned the July 18, 2017, meeting, as so moved.

Respectfully submitted,

Vicki Boreing  
Board Recording Secretary