

BOARD MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, JUNE 29, 2016, PETERSEN BOARD ROOM, ADMINISTRATION BUILDING, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Board Chairman Ed Mosher, Vice Chairman Bill Dubois, Treasurer Don Erickson, Secretary Christine Lummis, Trustees Bradley S. Barker, III, Brenda Lyttle, and Carol Merrell, ACC Ex Officio Trustee Butch Keadle

Board Excused: Student Ex Officio Trustee Garrett Wilkerson

Staff Present: President Joe Schaffer; Vice President Rick Johnson; Associate Vice President James Malm; Professional Staff Member Jayne Myrick and Legal Counsel Tara Nethercott

Visitors: Bob Doyle and Steve Buck (SmithGroup/JJR), Kristine Galloway (*Wyoming Tribune-Eagle*), and Rep. Bob Nicholas

*Executive Session and One Mill and Annual Public Budget Hearings*

1. **6:00 p.m. – CALL TO ORDER** of the June 29, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

Board Chairman Mosher called to order the June 29, 2016, Board Meeting of the Laramie County Community College District Board of Trustees at 6:01 p.m.

2. **6:00 p.m. – Recess Board Meeting to Convene Executive Session to Review President Schaffer's Evaluation**

Trustee Merrell moved and Trustee Barker seconded,

**MOTION:** That the Board of Trustees convenes an executive session to discuss President Schaffer's evaluation.

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

Board Chairman Mosher recessed the Board Meeting to convene an Executive Session to Review President Schaffer's Evaluation at 6:01 p.m.

3. **7:00 p.m. – Reconvene Board Meeting**

Board Chairman Mosher reconvened the Board Meeting at 7:15 p.m.

4. **7:00 p.m. – Recess Board Meeting** to Conduct Public Hearings for the One Mill Levy and the FY 2017 Budget – Board Chairman Ed Mosher

Prior to calling for a motion to recess the Board meeting, Board Chairman Mosher introduced Laramie County Rep. Bob Nicholas.

Trustee Erickson moved and Trustee Merrell seconded,

**MOTION:** That the Board of Trustees recesses the regular Board Meeting to conduct Public Hearings for the One Mill Levy and the FY 2017 Budget.

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

Board Chairman Mosher recessed the Board Meeting to conduct public hearings for the One Mill Levy and the FY 2017 Budget at 7:15 p.m.

**5. 7:00 p.m. – CALL TO ORDER** of the Public Hearings for the One Mill Levy and the FY 2017 Budget – Board Chairman Ed Mosher

Board Chairman Mosher called to order the Public Hearings for the One Mill Levy and the FY 2017 Budget at 7:15 p.m.

**6. STAFF PRESENTATIONS - President Joe Schaffer**

- [One Mill Levy Reauthorization](#) – President Joe Schaffer

President Schaffer explained the College is required to hold public hearings for both the fiscal year budget and the one mill prior to their approval. In compliance with those statutory requirements, he will make presentations on each to inform any members of the public who may be present.

President Schaffer shared One Mill governing statutes, historical revenues and expenditures, and proposed FY17 expenditures. The statutes governing the one mill allow the Board to assess the one mill for a two-year period. The Board may approve the one mill for an additional two years. One Mill revenues are not restricted by the Commission, which is different from the four mills that are distributed by the Commission to all of the community colleges. Historically, the Board has approved the additional One Mill.

Laramie County's assessed valuation is the highest of any in the state, and this is good news for Laramie County Community College, especially since the revenues have gradually increased from \$953,192 in FY 2013 to an estimated \$1,282,715 in FY 2017. At the Board's direction, President Schaffer has continued to remove operating expenditures from the One Mill Fund budget. With the exception of Eastern Laramie County Outreach Center, the operating expenditures previously funded by the One Mill have now been moved to the General Fund. Eastern Laramie County Outreach Center operating expenditures remain within the One Mill to demonstrate to the citizens of eastern Laramie County the value they are receiving from the assessment of the one mill on their taxes. The return on their investment includes the offering of programs, courses, and other services by Laramie County Community College through the Eastern Laramie County Outreach Center.

Historically, expenditures included those for:

- Eastern Laramie County Outreach Center
- Small Maintenance Projects – These are projects not paid from major maintenance funds or from the sinking funds associated with major projects such as the Pathfinder Building and the Flex-Tech Building.
- Facilities Planning – Without the availability of these funds, the College would not have had the resources to cover the planning costs for Level I and in some cases Level II studies for major construction projects such as the Flex-Tech Building and Pathfinder Building that are now nearing completion. These funds have also been used to fund Level I planning costs for projects such as the Fine and Performing Arts Building and the Recreation and Athletic Center (RAC) and Ludden Library and Learning Commons renovations. One Mill funds have also been used to fund the update of the Campus Master Plan.
- Remodeling/Relocation Expenses

- Innovation Funds – These funds are dedicated to support entrepreneurial activities that would help spur innovation across campus.
- One-Time Only Expenses (equipment upgrades and replacements)
- Professional Development Funds – These funds are allocated by President's Cabinet when other resources are not available to support prioritized professional development activities.

Proposed expenditures for FY17 include:

- Eastern Laramie County Outreach Center
- One-year Operations – President Schaffer proposed a **one-year** re-authorization to fund some of the College's operating expenditures. This will allow the continuation of services supported by the General Fund while strategies are determined for the development of the FY18 budget. After one year, these expenses either have to go away or have to move back to the General Fund.
- Reduced Professional Development Expenditures
- One-time Expenses – The proposed one-time expenses are substantially less than in the past.
- Reduced Small Maintenance and Relocation Expenses
- Scholarships – Some scholarship funds have been moved to the One Mill Fund for **one year only**.

Trustee Lyttle asked for an example of a project funded with innovation funds that produced a return on that investment to the College. President Schaffer cited the effective online delivery of more of the College's competitive programs (e.g., Psychology, Business, Education and Criminal Justice), which has allowed the College to reach populations otherwise unreachable. Other areas include high-quality, standardized instructional design and online student services. Important to note is these innovations target ways to increase enrollments and extend outreach services. Trustee Lyttle also asked for more detail on scholarships to which President Schaffer responded the Foster Youth Grant Scholarship Program is one example. This program provides scholarships for foster youth who are pursuing higher education at LCCC.

Board Chairman Mosher asked about the One Mill cost to a taxpayer for property valued at \$100,000. (POSTSCRIPT TO MINUTES: Budget Director Jayne Myrick provided an [explanation via email](#) following the Board meeting. That email is linked to these minutes.)

- [FY 2017 Budget](#) – President Joe Schaffer

President Schaffer's overview of the FY17 budget included comments on the following:

- The reductions in the FY17 budget account equating to a 15% reduction in State Aid. Some of the reductions are offset by local funds.
- Balancing the FY17 budget required the following:
  - o Reducing Operations
  - o Utilizing a Portion of the One Mill Fund
  - o Transferring \$1 million from the Operating Reserve (fund balance)
- History of Revenue Distributions
  - o An increased use of One Mill funds occurred because some of these funds were used to pay for the Flex-Tech Building's site improvement and road re-location.
- The FY17 budget was reduced by \$3 million.
  - o \$2 million in State Aid
  - o \$1 million in the One Mill Fund that was used for the construction projects.
- "Program" in Expenditures by Program is defined by NACUBO (National Association of College and University Business Officers).
- Expenditures are mostly down. However, the percentage of expenditures distributed among the programs is approximately the same.

- Scholarship monies were increased due to the tuition increase by the Wyoming Community College Commission and the increased concurrent enrollment activities with Laramie High School.
- A significant portion of the College's expenditures (70%) are dedicated to funding its people who are needed to achieve the College's mission and fulfill programmatic needs. LCCC's employee costs are lower than those of the other community colleges across the state because of the effort to balance operations with personnel.
- Development of the FY18 budget will require a \$2.5 million reduction in expenditures, which will result in the more difficult work of examining the personnel side of the budget.
- Most of the reduction on the instruction side is due to a decrease in the number of part-time faculty.
- The Public Service budget appears to have increased. However, the budget is more reflective of the actual expenditures historically incurred.
- Reductions in the Student Services' and Instructional Support budgets are due to the budget reductions for FY17.
- The Operations and Maintenance budget shows a significant drop this year but an increase of about 40% over time due to an utility cost increases and the addition of two new buildings.
- The proposed FY17 budget expenditures support the College's strategic plan.
  - o The majority of the revenues are allocated for Goal 1: Increase High-Value Credentials; i.e., to provide the services and support needed for students to achieve success and graduate with a degree.
  - o Allocations for the Pathfinder Building and the Flex-Tech Building support Goal 4: Transform Physical Environment. With the completion of these buildings in the fall, the percentage of funds will likely drop in FY18.
  - o Budget allocations by Key Performance Indicator were also included in the budget presentation.

Overall, the College's FY17 operating budget is slightly higher than the FY15 budget but is lower than the FY16 budget.

President Schaffer explained for Trustee Lyttle the Instructional Productivity relates to one of the College's efficiency indicators that measures, for example, credits and time to completion; percent of sections taught by full-time compared to part-time faculty; and student to faculty ratios. In the current financial environment, the College is not able to do a whole lot to address instructional productivity. Budget allocations for this would be primarily in academic support for curriculum reform and development and also budgets for part-time and new faculty.

Board Chairman Mosher asked for an example of a restricted fund allocation. President Schaffer responded the Restricted Fund houses revenues received for a restricted purpose such as those from federal financial aid (Pell grants) and large grants (Perkins). The decrease in restricted funds is predominately due to "A.C.T. (Achieve Career Training) NOW!" grant from the U.S. Department of Labor for short-term training that is being phased out during this year.

**7. CALL FOR PUBLIC COMMENT/QUESTIONS – Board Chairman Ed Mosher**

Board Chairman Mosher called for public comment and questions and received no requests.

**8. BOARD DISCUSSION – Board Chairman Ed Mosher**

Board Chairman Mosher asked for Board discussion, following which,

Trustee Dubois moved and Trustee Erickson seconded,

**MOTION:** That the Board of Trustees adjourns the Public Hearings for the One Mill Levy and the FY 2017 Budget and that the Board moves into their regular Board meeting.

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

**9. ADJOURNMENT OF PUBLIC HEARINGS FOR THE ONE MILL LEVY AND THE FY 2017 BUDGET**  
– Board Chairman Ed Mosher

Board Chairman Mosher adjourned the public hearings for the One Mill Levy and the FY 2017 Budget at 7:42 p.m.

**10. RECONVENE BOARD MEETING** – Board Chairman Ed Mosher

Board Chairman Mosher reconvened the Board Meeting at 7:42 p.m. and thanked President Schaffer for his presentation. He noted the Board had no questions because all of their questions had been previously asked and satisfactorily answered.

### *Board Meeting Agenda*

**1. MINUTES** – Approval of the [June 8, 2016, Board Meeting Minutes](#) – Board Chairman Ed Mosher

Trustee Merrell moved and Trustee Barker seconded,

**MOTION:** That the Board of Trustees approves the June 8, 2016, Board Meeting Minutes as written.

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

**2. CAMPUS MASTER PLAN UPDATE** – SmithGroup/JJR – Bob Doyle (Principal-in-Charge) and Steve Buck (Associate)

Bob Doyle and Steve Buck presented the following for the Board's consideration. Recommendations from the Board's input will be brought forward in a draft report on July 20<sup>th</sup>. The Campus Master Plan is meant to serve as a guidebook and addresses campus needs today and those five years from now. The Plan is intended to remain flexible enough so that if unanticipated changes occur, the Plan can also be changed but the principles would remain true. In 2011 three objectives were determined during the Campus Master Plan development. The initiatives presented this evening are rooted in those three objectives cited below.

- Strengthen Existing Academic Mall
- Create a Series of Campus Neighborhoods
- Re-develop the Loop Ready to Serve as a New Campus "Front Door"

The presentation on the updated Campus Master Plan included the following:

- Enrollment Assumptions and Logical Growth Rate on Cheyenne and Laramie Campuses
  - o A one percent annual growth rate is projected between 2015 and 2020.
- Space Needs Summary for Fall 2015 Base Year and 2020 Target Year Enrollments
  - o Academic Success Labs, Other Department Space, Learning Commons/Library, Physical Education, Recreation and Athletics, Assembly and Exhibit, Physical Plant, Student Social and Study, and Residence Life areas will continue to have space deficits in 2020. Student Center and Child Care Center had a surplus in the 2015 base year but will have a deficit in the 2020 target year. The final report will include a Space Needs Summary in the appendices.
- Floorplan Analysis
- Master Plan Initiatives

- Utilize strategic space backfill that optimizes, activates, and transforms existing space.
- Program neighborhoods along the pedestrian corridor.
  - Program Neighborhoods include Science, Arts, Student Life, General Studies, Career/Technician, Flex-Technology, Business, Automotive Technology, Agriculture, and Administration.
- Create campus crossroads by creating a student-centered axis connecting Student Services with Student Center hub.
- Optimize programmatic partners to strengthen program neighborhoods.
- Develop new student hub with flexible spaces focused on student collaboration and engagement spaces.
- Consolidate student success programs into vacated spaces of the Crossroad Building.
- Continue site-based campus initiatives to improve the campus character and aesthetics.
- Implement strategic initiatives to forward a sustainable campus model.
- Site Scenarios
  - Mr. Buck stated two site plan options have been developed and that two site plans have a lot of similarities. **Option A** on pages 38 and 39 of the Campus Master Plan is linked to the performing arts space and shows a potentially separate building footprint located to the south of Fine Arts in the Fine Arts neighborhood (Proposed Academic Building A, page 38). Mr. Doyle added that College and community events held in the CCI Building are sometimes limited because of the lack of space to accommodate the activity. Proposed Academic Building B would house a new Children's Discovery Center (page 38). Among the other improvements are the addition of student collaborative spaces adjacent to the Science Center, Fine Arts Building, and Crossroads Building, two new residence halls (West Residence Hall would be removed), and a new roundabout entry to the east of the Pathfinder Building. The Pathfinder Building also has its own designated entrance. **Option B** shows the Fine and Performing Arts assembly space as an addition to the Fine Arts Building. The residential neighborhood shows the residence halls are built around a quad with a central parking area and includes nontraditional housing for students with families. Mr. Buck stated feedback on the inclusion of nontraditional housing would be appreciated. Also included in Option B is a different landscaping option between the Pathfinder Building and College Community Center.
  - Albany County Campus expansion will include a range of opportunities for the existing footprint as well as the Crystal Court lots should an agreement with the City of Laramie will be accomplished.
  - Other topics included vehicular circulation, service corridors, potential new student drop off, loop road as more of a campus street, 90-degree angle parking spaces (accommodates more spaces), parking areas (includes a new residential parking lot and approximately 1,685 spaces after construction is complete. The proposed parking areas have a two-minute walking radius—a 30-second would be more optimal in winter).

#### Comments and Clarifications

Board Room – A new Board Room location is not included in the Campus Master Plan floor plan. However, a potential location discussed is the area north of the existing corridor that connects the Administration Building to the CCI Building. An extension would be added south of the corridor that would serve as a pre-function area. The existing Board Room space would be converted to offices or a meeting room.

Theater – Trustee Lyttle pointed out a new theater space is not included in the Campus Master Plan presented this evening. President Schaffer stated the updated Campus Master Plan focuses on new space additions to be used as assembly space that could be used as a performance venue. He added this will probably be the College's approach to adding more performance space, because the ability to garner significant statewide and local support for a new Fine and Performing Arts Building would be difficult in the current economic environment. In addition to this, a remodeling concept for the western half of the Fine Arts Building would also be used to add needed academic learning space.

Financing – Trustee Merrell stated she really likes a lot of the ideas; for example, the neighborhoods and expansion concepts, but expressed concern about financing for the projects. President Schaffer concurred that

determining how to finance future projects and then gaining support for the chosen financing method will likely always be a challenge. He pointed out, though, that similar apprehension was expressed when discussions were in the beginning stages for the College's Flex-Tech Building and Pathfinder Building, which required approximately \$50 million of capital investment by the community that has been consistently supportive along with legislators like Rep. Bob Nicholas. The Campus Master Plan is a living document that is expected to change as new priorities emerge. The Plan provides a footprint for planning campus improvements in a sequential manner and gives the College's Foundation a bank of projects on which capital activity can focus, none of which have to take place tomorrow. Additionally, because projects require a lengthy period of time in which to complete all the statutorily-required steps for capital construction and to garner donor funding and/or financing for the projects, the College needs to have projects in process while others are being completed. As previously stated, the Campus Master Plan helps plan for these projects in a sequential manner. Mr. Doyle noted that the board room and theater projects and the western Fine Arts Building classroom renovations are staying within the Campus Master Plan footprint.

Recreation and Athletic Center (RAC) – Trustee Erickson asked if the RAC renovations will be reflected in the Campus Master Plan. Mr. Doyle said the RAC renovation needs to be reflected in the Campus Master Plan and will be added, noting further the renovations do not expand the footprint. Trustee Erickson also asked if recommendations for the blade would be added to the Campus Master Plan to which Mr. Doyle responded he would have to give some more thought to the creative use of the blade. President Schaffer stated he does not believe specifications for the blade will be included in the Campus Master Plan, noting further the blade's use is not a master plan component. He added, however, Trustee Erickson's discontent for the blade's appearance has been duly noted.

President Schaffer stated Board approval will be requested during their July 20<sup>th</sup> meeting. The Campus Master Plan will be forwarded to the Board as soon as the updated version is complete. (POSTSCRIPT TO MINUTES: The Campus Master Plan's approval was postponed to the September 21<sup>st</sup> Board Meeting to allow for campus consultative feedback.) He asked that any additional Board feedback be provided to SmithGroup/JJR through Vice President Rick Johnson. He clarified that both Options A and B will be included in the Campus Master Plan.

Board Chairman Mosher stated the Campus Master Plan is a wonderful guide and tool.

### 3. **PRESIDENT'S REPORT** – President Schaffer

#### A. [FY 2017 Update to LCCC Foundation Development Priorities](#) – President Joe Schaffer and Associate Vice President Lisa Murphy

President Schaffer explained a draft of the updated 2015-2018 development priorities are being brought to the Board for their information. The College's operating agreement with the Foundation requires him to present to the Foundation Board in the spring a list of the College's development priorities on which the Foundation is asked to seek donor gifts. Because of the priorities' scope, a three-year window is given for the completion of their completion.

The five priorities, briefly stated, are:

- Priority #1: Naming of College Spaces – Pathfinder Building and Flex-Tech Building
- Priority #2: Strengthen LCCC Athletics through Private Giving
- Priority #3: Capital Construction Projects on the LCCC Campus
- Priority #4: Endowed Faculty Positions
- Priority #5: Donor and Community Relations

President Schaffer gave a detailed explanation of each priority and advised the Board that the Foundation Board's Executive Committee met today and asked that priorities 2 and 3 be swapped.

B. [Six-Month Board Meeting Calendar](#)

The Board agreed to the Fall 2016 Board Meeting Calendar as presented. The fall 2016 Board meeting dates are listed below. Additional meetings may be added if the Board determines doing so is necessary. (POSTSCRIPT TO MINUTES: An August 17<sup>th</sup> meeting date was later added.)

- September 21 – Third Wednesday
- October 19 – Third Wednesday
- November 16 – Third Wednesday
- December 7 – First Wednesday – Newly-elected trustees will be sworn into office and Board officers will be elected.

The July 20<sup>th</sup> meeting will begin with a joint discussion of the principles and guidelines to be used in the development of the FY18 budget. Trustee Lyttle stated she will be out of town on business but may be able to call into the dinner meeting, which will be held from 5:30 to 7:30 in the Board Room. A light dinner will be provided for those Board and Cabinet members who are being asked to attend the extended dinner meeting. President Schaffer asked the Board to be thinking about overarching governance principles to be used for determining reductions in the FY18 budget.

C. JAC Meeting June 21<sup>st</sup> and 22<sup>nd</sup>

President Schaffer stated the Joint Appropriations Committee, directors of the State's largest agencies, and Governor Mead met in marathon meetings last Thursday to consider the Governor's proposed budget reduction plan. Significant reductions will have to be made to reduce the State's overall budget by 8%; about 7.9% for the community colleges. Strategies to do this will be slightly different depending on the agency. At this time, the JAC is not recommending a special session. The resulting reduced budgets will set the "new norm." The evolving revenue picture will be re-examined during the 2017 general session. The JAC also held a brief conversation on HB 80 *Community College Budget Request Recalibration*. The topic is not a priority given the State's budget constraints. The community colleges need to focus on an understanding of the State's overall budget and how to fund the programs and services given the realities of the State's revenue picture.

Board Chairman Mosher attended the JAC meetings and commented a lot of work was done in a short period of time. He noted the discussion held on community college funding and whether FTEs or credit hours should be counted. President Schaffer stated Rep. Grier dug into that the most and that additional conversation will be held in the future.

Rep. Bob Nicholas confirmed for Trustee Erickson the JAC voted to accept the Governor's recommendations and that the recommendations will be reviewed in December and January before the next session. He noted, however, the recommended reduction of \$248 million is a best-case scenario based on no further drops in oil, coal, or gas prices. If the recommended cuts were based on the Legislative Services Office analysis, the recommended cuts should be closer to \$350 million and \$360 million. He added the State's revenues at this point are a long way from leveling off. President Schaffer stated coal prices will likely never return to their historical prices, which does restructure the State's revenue perspective. So, new ways to diversify the State's economy must be explored.

D. [Governor Mead's May 31 Letter](#)

President Schaffer stated Governor Mead's letter is his directive for budget reductions for the 2017-2018 biennium. Based on the Governor's directive, LCCC will need to reduce the College's FY18 budget by an additional \$2.5 million. At Board Chairman Mosher's request President Schaffer stated the 8% reduction is

in State Aid block grant to the community colleges. When the 8% reduction goes through the Commission's allocation model, LCCC will actually have a 15% reduction in State Aid.

#### 4. BOARD REPORTS

- A. Board Committee Reports – Board Chairman Ed Mosher  
1) Finance and Facilities – Trustees Don Erickson and Carol Merrell

Trustee Erickson stated the reports were discussed and their content accepted by the Finance and Facilities Committee during their June 8<sup>th</sup> meeting.

Trustee Erickson moved and Trustee Merrell seconded,

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

- a. [May 2016 Current and Auxiliary Fund Balance Sheet Reports](#)
- b. [FY 2016 Current and Auxiliary Fund Budget Reports](#)
- c. [May 2016 Procurement and Contracting Report](#)

**DISCUSSION:** None

**MOTION CARRIED** unanimously.

The next Finance and Facilities Committee will be held on Wednesday, July 13, at 10 a.m. in the Administration Conference Room.

#### 5. APPROVAL ITEMS

- A. [Laramie County Community College District FY 2017 Budget](#) (Hard copies were distributed at the meeting.) – President Joe Schaffer  
- [FY 2017 Budget Revisions Since the June 8<sup>th</sup> Board Meeting](#) – Vice President Rick Johnson, Budget Director Jayne Myrick

Trustee Erickson moved and Trustee Dubois seconded,

**MOTION:** That the Board of Trustees approves the Laramie County Community College District FY 2017 Budget as stated in the “Expenditure Authority Resolution.”

#### **EXPENDITURE AUTHORITY RESOLUTION**

WHEREAS, on the 29th day of June 2016, the budget making authority prepared and submitted to the Board of Trustees of Laramie County Community College District a budget for the fiscal year ending June 30, 2017; and

WHEREAS, such a budget was duly entered at large upon the records of this Board and a copy thereof was available for public inspection at the college business office; and

WHEREAS, notice of a public hearing on such budget, together with the summary of said budget, was published in the Wyoming Tribune Eagle and Pine Bluffs Post, legal newspapers published and of general circulation in the county on the 22<sup>nd</sup> and 23<sup>rd</sup> day of June, 2016; and

WHEREAS, a public hearing was held on such budget at the time and place specified in said notice, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, following such public hearing certain alterations and revisions were made in such proposed budget, all of which more fully appears in the minutes of the Board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Laramie County Community College District that the budget, as so revised and altered, be adopted as the official college budget for the fiscal year ending June 30, 2017.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2016-2017 fiscal year ending June 30, 2017 and that the expenditures be limited to the amount appropriated herein.

Dated this 29th day of June, 2016.

**EXPENDITURE AUTHORITY**

CURRENT FUND .....	\$66,949,955
ONE MILL .....	2,122,968
PLANT FUND .....	19,158,555
TOTAL EXPENDITURES .....	\$88,231,478

**DISCUSSION:** Trustee Erickson stated he has had the opportunity to observe the budget process as the Board’s treasurer for two years and that the budget process is inclusive and transparent. Trustee Erickson also pointed out the guiding principles stated in President Schaffer’s budget message were accomplished during the budget building process. Those guiding principles were:

- 1) Invest in what is essential.
- 2) Cut the non-essential expenditures.
- 3) Temporarily utilize a portion of One Mill.
- 4) Carry over unspent FY16 funds.
- 5) Stabilize through use of reserves.

**MOTION CARRIED** unanimously.

B. [One Mill Levy Recommendation and FY 2017 One Mill Budget](#)

Trustee Erickson and Trustee Merrell seconded,

**DISCUSSION:** None

**MOTION:** That the Board of Trustees approves the continuation of the one mill levy authorized by W.S.21-18-303(b) for an additional two-year period beginning July 1, 2016, and ending June 30, 2018, and the appropriations as stated in the “Resolution to Provide Income.”

**RESOLUTION TO PROVIDE INCOME**

WHEREAS, on the 29th day of June, 2016, this Board adopted a college budget for the 2016-2017 fiscal year ending June 30, 2017, calling for the following appropriations:

Current Fund.....	\$66,949,955
One Mill Fund.....	2,122,968
Plant Fund.....	19,158,555
Total.....	\$88,231,478

AND WHEREAS, after deducting all other cash and estimated revenue, it is necessary that the following amounts be raised by general taxation, and in order to raise such sums of money, it is necessary that levies be made for the fiscal year ending June 30, 2017, as shown opposite each fund amounts to be raised by taxes:

Amount to be Raised

Current Fund .....	\$6,693,033 4 mills
One Mill Fund .....	1,564,369 1 mill
GO Bond, Series 2014.....	2,055,313 To Be Assessed

NOW BE IT RESOLVED BY THE Board of Trustees of Laramie County Community College that the foregoing levies be made for the fiscal year ending June 30, 2017.

Dated this 29th day of June, 2016.

**MOTION CARRIED** unanimously.

**6. ADDITIONAL ITEMS** – Information Only

- A. [Historical List of Board Motions](#)
- B. Board Correspondence
  - [GISS Thank You Letter from ACCT’s Narcisa Polonio](#)

Board Chairman Mosher acknowledged the letter received from ACCT Executive Vice President for Education, Research and Board Services Narcisa Polonio, who thanked the Board for their participation in the June 2<sup>nd</sup> and 3<sup>rd</sup> GISS (Governance Institute for Student Success) and requested they keep in touch. She also requested an update on the College’s action plan for developing the FY18 budget. The Board’s contact person will be Trustee Erickson.

**7. NEXT MEETINGS/EVENTS**

- **July 20 (Wednesday)** – Board Meeting and Dinner: Dinner – 5:30 p.m. – CCC 178/179; Meeting – **7:30 p.m.** – Petersen Board Room
- **September 21 (Wednesday)** – Joint Dinner Meeting with the Foundation Board: – 5:30 p.m. – Flex-Tech Building Showroom; LCCC Board Meeting – 7 p.m. – Flex-Tech Building

**8. NEW BUSINESS** – Board Chairman Ed Mosher

None

**9. PUBLIC COMMENT** (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.)

Public comment was not requested.

Trustee Erickson stated he was very pleased to have Rep. Nicholas in attendance.

**10. ADJOURNMENT** of the June 29, 2016, Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Ed Mosher

Board Chairman Mosher adjourned the June 29, 2016, Board Meeting of the Laramie County Community College District Board of Trustees at 9:13 p.m.

**11. EXECUTIVE SESSION** – *An executive session was held prior to the Board meeting to discuss President Schaffer's annual evaluation.*

Respectfully submitted,

Vicki Boreing  
Board Recording Secretary