

**SPECIAL MEETING OF THE
BOARD OF TRUSTEES
BARTON COUNTY COMMUNITY COLLEGE**

**June 27, 2003 – 7:30 a.m.
U-219 (Upper Level of Student Union)**

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OFFICIAL BOARD MEETINGS

Comments: All official Board meetings are open to the public except executive sessions, which are convened in compliance with State law. The Board of Trustees welcomes the attendance and participation of citizens in regular meetings and upon recognition by the Chairman, encourages questions or comments pertaining to items on the agenda. Persons having other matters to be brought before the Board should submit these matters in writing to the President at least 72 hours in advance of the meeting, in order that items may be placed on the agenda. In accordance with time requirements, the Chairman reserves the right to limit comments, both in content and length of presentation.

1. No comments will be heard on matters which are not on the agenda without the consent of the Board.
2. Persons wishing to speak will identify themselves to the Chairman and state whether or not they represent the opinion of a group.
3. Each person may speak no longer than five (5) minutes.
4. Presentations containing information or comments related to College personnel or students may be referred for consideration in executive sessions.
5. The Chairman reserves the right to stop the proceedings and poll the Board to determine if a speaker may continue.

Please Note: Barton County Community College Trustees routinely hold a monthly Board study session for the purpose of setting goals, Board development, and future planning; discussion is informal and no votes are taken. Both the regularly scheduled monthly Board meeting and the monthly study session are subject to the Kansas Open Meetings Act and are open to the public.

Information Only

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COMMENTS FROM CHAIRMAN AND INTRODUCTION OF GUESTS

The Chairman will address the assembly.

PUBLIC AND/OR EMPLOYEE COMMENT

No requests for public and/or employee comment have been received.

ACTION ITEMS

Disposition of Harms Trust Funds
Property, Casualty, Liability and Workers Compensation Insurance
Coverage

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DISPOSITION OF HARMS TRUST FUNDS

Detail: As the Trustees are aware, a number of years ago, Mrs. Thelma Faye Harms established a Trust to the generous benefit of the College. In the recent past, this Trust was closed and the trust balance of \$46,703.98 was given to the College.

Since the receipt of the funds, the Administration, in concert with the College's Trustees, have been considering a variety of options for the use of the funds for the benefit of the College and its students, as well as the community. Paramount in arriving at a recommendation regarding the final disposition of the funds has been maintaining the intent of our benefactor. I believe that this can be accomplished while also increasing the fund at an above-market rate as well as help our regional community through having these funds used as a match to assist the Golden Belt Foundation (GBF).

Should the Board of Trustees opt to accept this recommendation, the GBF will guarantee a return of 10% for each of the next three years, as is promised for all eligible GBF gifts. Should the College place the funds with the GBF, the GBF will receive approximately \$23,500 for their endowed youth fund. Additionally, should the GBF reach their goal of \$250,000 match, they will receive an additional \$10,000 for their grant awards for next year. The \$46,703.98 provided through this recommendation will count toward the \$250,000 match being raised.

Should the Board of Trustees support this recommendation, I would further recommend that the Trustees authorize the College to submit to the GBF disbursement parameters on how the trust's funds might be authorized and for what purposes they may be utilized. I'd recommend that, at a minimum, the parameters include wording similar to the following:

- 1) It was the original intent of Mrs. Harms to support Barton County Community College through resources from her estate. It is evident this was one of the purposes as established in the development of her trust. In that the trust has been closed and the funds transferred to Barton County Community College, the College's Board of Trustees has determined that Mrs. Harms' original intent can continue to be met while also providing support for the College's regional community. This support will be accomplished by the College's Board of Trustees placing the funds from her closed trust in the safekeeping of the Golden Belt Foundation, and that on an annual basis, the College or its Foundation representatives will request the growth from this investment for the purpose of funding College granted scholarships to honor the name of Thelma Faye Harms.

- 2) It was the original intent of Mrs. Harms to support Barton County Community College through resources from her estate. It is evident this was one of the purposes as established in the development of her trust. In that the trust has been closed and the funds transferred to Barton County Community College, the College's Board of Trustees has determined that Mrs. Harms' original intent can continue to be met while also providing support for the College's regional community. This support will be accomplished by the College's Board of Trustees placing the funds from her closed trust in the safekeeping of the Golden Belt Foundation, and that should the time come when the College or its Foundation representatives desire to withdraw the principal of this investment for the purpose of funding an institutional emergency or funding all or a part of a capital project to honor and recognize Thelma Faye Harms, they will make such application and request of the Golden Belt Foundation.

Recommendation: It is recommended that the Board of Trustees authorize the College to transfer the funds (\$46,703.98) received from the closing of the Thelma Faye Harms Trust to the Golden Belt Foundation. In so doing, I'd recommend that Mr. Peter be authorized to work with the GBF to develop appropriate fund disbursement language and understandings.

Action: President

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**PROPERTY, CASUALTY, LIABILITY AND WORKERS COMPENSATION
INSURANCE COVERAGE**

Detail: The property, casualty, and liability insurance coverage for the College renews on July 1, 2003. Royal Insurance Company, which is our existing insurance underwriter, has refused to continue coverage for the College unless we eliminate the use of our indoor shooting range. Because of this new requirement, our insurance broker has been searching for other underwriters that will provide the coverage needed. Exhibit A shows the results of the search. We have renewal rates quoted from Royal Insurance based on exclusion of coverage for the shooting range and from Employers Mutual, which does include the shooting range. We also have quotes for our umbrella liability and school leaders liability from other companies.

As noted on Exhibit A, there is a major difference between the Royal and the Employers Mutual rates. Even with the exclusion of coverage for the shooting range, Royal's renewal rates exceed the current year by over \$75,000 (43% increase). Employers Mutual rates represent an increase over the current year's rates of less than 9%. Employers Mutual also will provide the umbrella and the school leaders coverage rather than having these covered by other companies. The only coverage we recommend not being with Employers Mutual is the crime coverage, which would be handled by Cincinnati Insurance Company. The coverage parameters are larger with Cincinnati and the rate difference is not excessive.

Workers Compensation coverage is currently with the Kansas Association of School Boards. The premium based on approximately the same level of payroll increased from \$52,005 to \$57,317. Our experience modification dropped from 1.09 to .98; however, rates increased enough to offset part of the benefit from the modification improvement. The KASB pool is improving their reserve level, thus causing part of the rate increase. This is similar to our determination to increase reserve levels with health insurance. We have had excellent response from the claims handling part of this coverage and, with the advice of our insurance broker, believe that we should stay with the KASB pool.

Recommendation: It is recommended that the Board approve the insurance coverage from Employers Mutual and Cincinnati Insurance for a total cost of \$188,470. In addition, it is recommended that the College continue its Workers Compensation coverage with KASB at an estimated rate of \$57,317 subject to annual audit.

Action: Dean of Business Services

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EXECUTIVE SESSION

Detail: An executive session will be required.

Recommendation: In compliance with the Kansas Open Meetings Act, it is recommended that the Board move to recess to executive session to discuss personnel matters of non-elected personnel, in order to protect the confidentiality of the individual(s) to be discussed.

Action: Board Chair

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REPLACEMENT OF HEAD MEN'S BASKETBALL COACH

Detail: It is anticipated that the Board will consider the replacement position of Head Men's Basketball Coach, resulting from the resignation of Coach Ryan Wolf.

Recommendation: It is recommended that the Trustees consider and approve the replacement position of Head Men's Basketball Coach.

Action: Chairman of the Board