



Board of Trustees

MINUTES

November 6, 2024 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held a regular meeting on Wednesday, November 6, 2024, at 8:00 a.m. in room 512.

MEMBERS PRESENT

Trustees Jan Bradburn, Lora Harlan, Terry Martin, and Carolyn Spence were present in the Board Room. Trustee Laura Leal participated via virtual meeting access.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Jonathan Fuentes, Bob Dart, Robin Kuykendall, Heather Lovato, Richard Benavidez, Nikkei Cardenas, Michelle Cochran, Dannette Ewers, Sharna Gardner, Emily Glikas, Gabe Johnson, Nikki Lovett, Kari Smith, and Marcus Smith. Also present in the Board Room were Kameron Barnett, CCC Legal Counsel and Grant McGee, Eastern New Mexico News.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Joleen Borja, Vicki Bridinger De Leon, Shauma Brown, April Chavez, Ashley Grissom, Nohemi Lara-Miller, Rachel Page, Aaron Quaif, Santana Sena, Katrina Walley, and Jessa Wood.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:05 a.m. and declared a quorum.

Approval of Agenda:

The agenda was approved as submitted.

ACTION: Martin moved to approve the agenda as submitted. Spence seconded and upon roll call vote the motion carried (5-0).

Approval of Minutes:

The approval for the award of the contract to K. Barnett & Sons, Inc. for the Parking Lots Improvement Project at the October 29, 2024 Special Board meeting was amended. The amount of \$247,030.08 and total amount including gross receipts tax of \$266,638.09 was only for the added alternate and did not include the total base bid. The total base bid is included on today's agenda for approval.

ACTION: Bradburn moved to approve the minutes of October 29, 2024, as amended to reflect the award of the contract to K. Barnett & Sons, Inc. was only for the added alternate. Martin seconded and upon roll call vote the motion carried (5-0).

OLD BUSINESS

Parking Lots Improvement Project:

The Board was presented with the bid recap for the two vendors that responded to the invitation for bid (IFB) for the Parking Lots Improvement project. It was requested that the Board approve the award of this contract to K. Barnett & Sons, Inc. for the base bid of \$1,021,212.88 plus gross receipts tax and to authorize the President to execute all necessary documents. The base bid and added alternate total amount is \$1,268,242.96 plus gross receipts tax.

ACTION: Martin moved to approve the award of the contract to K. Barnett & Sons, Inc. for the base bid in the amount of \$1,021,212.88 plus gross receipts tax. Spence seconded and upon roll call vote the motion carried (5-0).

NEW BUSINESS Instructional Matters

There was no New Business Instructional Matters.

NEW BUSINESS Non-Instructional Matters

Campus Security Presentation:

Mr. Richard Benavidez, Director of Campus Security, provided the Board with a presentation on Clovis Community College's Campus Security. The presentation included an overview of the annual safety and security report, security team, security operating hours, services provided, daily security operations, and reporting incidents. Students, staff, and faculty are encouraged to register with the RAVE system for timely notifications and emergency alerts.

ACTION: No action was requested of the Board of Trustees.

Main Campus Roof Repairs:

The roof of the main campus of Clovis Community College sustained significant hail damage during a storm on May 24, 2023. Funds are available through Liberty Mutual Commercial Insurance coverage under a hail damage loss claim for damages incurred during this storm. The College is authorized to purchase from a cooperative purchasing program with an external procurement unit pursuant to Section 13-1-135 NMSA 1978 of the Procurement Code and by doing so satisfies any State Law requiring local public bodies to seek competitive bids for items. It was requested that the Board of Trustees approve the award of a contract to WWRC in the amount of \$2,978,024.77 through an existing contract with Cooperative Educational Services and authorizing the President or his designee to execute all necessary documents. (Cooperative Educational Services Contract # 2023-07-R211-ALL) as submitted.

ACTION: Martin moved to approve the award of this contract to WWRC in the amount of \$2,978,024.77 as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

Quarterly Financial Report for First Quarter FY 2025:

The Board was presented with Clovis Community College's Quarterly Financial Report for the first quarter of fiscal year 2025, which includes Statement of Net Position; Statement of Revenues, Expenses and Changes in Net Position; Statement of Cash Flows; Schedule of Budgeted and Actual Revenues and Expenses.

ACTION: No action was requested of the Board of Trustees.

Financial Actions Report for First Quarter FY 2025:

The Board was presented with a copy of the Financial Actions Report for the first quarter of fiscal year 2025. It was requested that the Board of Trustees

approve the report for final submission to the New Mexico Higher Education Department.

ACTION: Martin moved to approve the Financial Actions Report for first quarter of fiscal year 2025 as submitted. Bradburn seconded and upon roll call vote the motion carried (5-0).

OTHER BUSINESS

President's Remarks:

Dr. Fuentes shared an enrollment update and reported that our enrollment grew 2.6%. Growth was shown in first-time college students, returning students, and early college high school students. The Enrollment Strategies committee is excited about having a full-year ramp up to really push for next fall.

Dr. Fuentes and the Admin team have been working on ways to alleviate the costs due to inflation and increases in insurance premiums. A bonus of \$450 before taxes will be offered to all full-time staff and faculty. This will be in the last paycheck in December. It is for employees that are returning in January.

Our Trunk or Treat was held last week and was well attended by our community and staff. The Pumpkin Parade had 18 entries and we raised \$1514 for United Way of Eastern New Mexico. This was more than double last year's total. The CAB Halloween Costume Contest was also last week and was enjoyed by students, faculty, and staff.

The Cultural Arts Series: SweetJazz is this Thursday at the Petty Performing Arts Center. The attendance was great at the first two events and Dr. Fuentes encouraged everyone to attend.

GO Bond 3 that supports higher education institutions passed state-wide last night and Curry County also supported it. This means \$2 million will be available to add to the renovations of Classroom South and the Cosmetology building. Dr. Fuentes thanked the voters across the state of New Mexico for their support of the bond.

Finally, he introduced Sharna Garner, the new Director of Communications and Marketing.

ANNOUNCEMENTS

The Calendar of November Events was shared with the Board and the following events were highlighted:

The next Cultural Arts Series event will be SweetJazz on Thursday, November 7.

Campus will be closed on Monday, November 11 for Veteran's Day. A Veteran's Day event will be hosted by CCC on Thursday, November 7.

The CCC employees' Thanksgiving meal will start at 11:30 a.m. on November 21 and board members are invited to join us.

A new art exhibit by Savanaha Hodges will be in the Eula May Edwards Museum and Gallery November 21 through January 22. The opening reception will be Thursday, November 21.

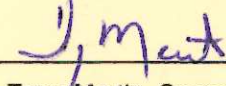
Campus will be closed November 27-December 1 for the Thanksgiving break.

The next regular Board meeting is scheduled for December 4, 2024, at 8:00 a.m. in room 512.

The meeting was adjourned at 8:47 a.m.

ACTION: Martin moved to adjourn the meeting. Bradburn seconded and upon roll call vote the motion carried (5-0).

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved

4 December 2024