

Eastern Wyoming College Board of Trustees
September 18, 2015
Community Training Center

Special Meeting Minutes

The Eastern Wyoming College Board of Trustees met in a special session on September 18, 2015 at 8:30 a.m. in the Community Training Center.

Those members attending were Mike Varney, Lowell Kautz, George Nash, Angie Chavez, Marilyn Fisher, and Julie Kilty. The only member unable to attend was John Patrick.

The special meeting was called to order by Board President Chavez at 8:30 a.m.

ACTION: The Board was requested to approve the special meeting agenda. Mr. Varney moved and Mr. Nash seconded the motion to approve the agenda, as presented. Motion carried unanimously.

ACTION: The Board was requested to approve the appointment of Ed Meyer to the position of director of Human Resources. Mr. Meyer holds a Bachelor of Science in History from the United States Air Force Academy, a Master of Science in Natural and Applied Sciences from Oklahoma State University, and a Master of Science in Military Operational Art & Science from the Air Command & Staff College, Maxwell Air Force Base in Alabama. Mr. Meyer has been serving as the Director of the Cowboy Challenge Camp for at risk youth in Guernsey, WY. He has also managed a variety of military operations concerned with personnel education/training, planning, and policy oversight. Ms. Fisher moved to approve the appointment of Ed Meyer to the position of director of Human Resources, as presented. Mr. Kautz seconded and the motion was unanimously passed.

ACTION: Mr. Woods informed the Board that the College is requesting the Board approve the purchase of five copy machines. With the purchase of these machines, the current copiers will be moved to other locations on the Torrington campus and two to the Douglas Campus. Mr. Laher indicated the copiers will be funded through the same capital lease financing that will cover the cost of a new ID system and needed computers. Mr. Varney moved to approve the replacement of five copy machines in the amount of \$51,690 and funded through the new Capital Lease program, as presented. Second by Ms. Kilty. Motion carried unanimously.

ACTION: Mr. Woods then requested the Board of Trustees to approve selecting HUB International Mountain States Limited as the insurance broker to provide coverage through American Alternative Insurance Corporation (AAIC) for the College. He noted there were four brokers selected to participate in the RFP process utilizing services from twenty-nine carriers. One of the brokers elected to withdraw from the process leaving three who submitted proposals. Mr. Woods indicated the College had anticipated a rate increase due to recent hail damage claims and because the current insurance market is experiencing increases of at least 10% on accounts with losses. The result of this proposal process provided an increase in premium of 2.9% which does include coverage on the new Douglas Campus building and the Lancer Hall additions. Approximately 80% of this increase is due to the property coverage improvements. Mr. Woods noted the new annual premium will be \$181,545 as compared to last year's premium of \$173,149. This annual premium will be adjusted down since the RFP process began before the College relinquished interest in the old building. Ms. Fisher moved to approve the selection of HUB International and AAIC for insurance coverage, as presented. Mr. Varney seconded and the motion carried unanimously.

There being no further business, the special meeting adjourned at 8:45 a.m.

Board Retreat Minutes

Following the special meeting, the Trustees held a strategic planning session facilitated by Dr. Landa. Dr. Landa explained the proposed strategic planning process which has the Board of Trustees developing the strategic directions for the institution. She then worked with the Trustees on a gap analysis and a visioning exercise. Once completed the Board then reviewed the current strategic directions to see if there were any gaps and to reaffirm those that were still relative or add any new strategic directions

needed. The Board will review and consider the strategic directions at their next meeting on Wednesday, October 7th. Following Board approval, the institution will begin the next step in the process.

The retreat adjourned at 1:00 p.m.

Submitted by:

Holly L. Branham

Angie Chavez, President

Marilyn Fisher, Secretary