

HARTNELL COMMUNITY COLLEGE DISTRICT

Board of Trustees
Annual Organizational and Regular Meeting

A G E N D A December 7, 2010

TIME/PLACE:

411 Central Avenue, Salinas
CALL Building, Room 208

5:00 p.m. – PUBLIC SESSION

5:05 p.m. – CLOSED SESSION

6:00 p.m. – RECONVENE PUBLIC SESSION

Board of Trustees

Patricia Donohue, President

Kevin Healy, Vice President

Candi DePauw, Bill Freeman, Elia Gonzalez-Castro

Ray Montemayor, Erica Padilla-Chavez

Shaundra Taylor, Student Trustee

Dr. Phoebe Helm, Superintendent/President, Secretary to the Board

The Board of Trustees welcomes you to its meetings, scheduled on the first Tuesday of each month, unless otherwise noted.

The agenda and accompanying documents are on the college's website at www.hartnell.edu/board. Contracts requiring approval of the Board on this agenda are available to view in the President's Office. Typically, the agenda consists of the following:

- A. CONSENT AGENDA:** These matters include routine administrative and financial actions and normally approved by a single majority vote.
- B. REGULAR AGENDA:** **Action Items:** These items include significant administrative and financial actions classified by departmental areas and approved by majority vote for each item.
Information Items: These items include presentations to the Board and items for discussion prior to Board action, normally taken at the next meeting.
- C. CLOSED SESSION:** In accordance with Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6, the Board of Trustees may meet in Closed Session to consider legal, personnel, labor, and/or contract matters.

INDIVIDUALS DESIRING TO ADDRESS THE BOARD: Any member of the audience desiring to address the Board should complete and submit to the Superintendent prior to the meeting, if possible, a Speaker Request Form, available at the door. When the item PUBLIC COMMENTS is taken, the Board President will recognize those who have filled out a Speaker Request Form in the order in which they are received. The Board President may limit the time of presentation to three minutes per speaker, and a maximum of fifteen minutes. Following public comment, the Board President will limit discussion to the Board only.

MISSION STATEMENT: Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.

For the pleasure of the Board and guests, performing will be *Estudiantina Hartnell*
William Faulkner, Faculty, and Students

I. OPEN SESSION, CALL TO ORDER – 5:00 P.M.

A. ROLL CALL

Action

B. ADOPT AGENDA

C. DISCLOSURE OF ITEMS DISCUSSED IN CLOSED SESSION, AS FOLLOWS:

Items discussed in Closed Session will include, legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957, and/or 54957.6.

1. Reconsideration of Release of Probationary Faculty Member – 1 case
2. Update on Negotiations – Hartnell College Faculty Association

D. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS

Fifteen minutes set aside for public comment on closed session items.
Maximum three minutes each.

II. MOVE TO CLOSED SESSION

The Board of Trustees of Hartnell Community College District will meet in Closed Session to consider legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

III. RECONVENE TO PUBLIC SESSION (APPROXIMATELY AT 6:00 P.M.)

Pledge of Allegiance

A. REPORT OUT FROM CLOSED SESSION

IV. ANNUAL ORGANIZATION – BOARD OF TRUSTEES

Action

A. ELECTION OF OFFICERS

Elect officers to the Board of Trustees for the 2011 calendar year.

Action

B. APPOINTMENT OF REPRESENTATIVES TO STANDING ORGANIZATIONS

Appoint one representative to the Sunrise House and one representative to the Monterey County School Boards Association for the 2011 calendar year.

Action

C. DESIGNATION OF 2011 BOARD MEETING DATES AND TIMES

Set dates and times of Board meetings for the 2011 calendar year.

Roll-call

D. RESOLUTION 10:15, AUTHORIZING SIGNATURE OF BOARD SECRETARY ON DOCUMENTS

Adopt Resolution 10:15, Authorizing Signature of Board Secretary to sign all appropriate documents.

V. PUBLIC COMMENTS ON PUBLIC SESSION ITEMS AND ITEMS NOT ON THE AGENDA
Fifteen minutes (three-minute maximum per person) set aside to receive public comments on public session agenda items or items not on the public session agenda, but within the jurisdiction of the Board.

1. Receive public comments on items on the public session agenda.
2. Receive public comments on items not on the public session agenda.

VI. PRESENTATIONS

A. PRESENTATION ON ANNUAL AUDIT REPORTS

Gema M. Ptasinski, CPA – Vicenti, Lloyd, & Stutzman LLP

1. Independent Accountant's Audit Report for the year ending June 30, 2010.
2. Measure H Obligation Bond Independent Accountant's Report (Performance Audit) and Financial Audit for 2009-2010.

VII. CONSENT ITEMS

A. MINUTES

Approve Minutes of Regular Meeting of November 9, 2010.

B. DISBURSEMENTS

Ratify disbursements from any or all of the following funds: general; debt service; bookstore; child development; capital outlay projects; scheduled maintenance; property acquisition; bond projects; cafeteria; self-insurance; retirees health benefits; associated student body; scholarship, loan, and trust; and intercollegiate athletics.

C. CURRICULUM COMMITTEE

Ratify Curriculum Committee actions.

D. CONTRACT BETWEEN INDEPENDENT AUDITING FIRM, VICENTI, LLOYD, STUTZMAN, LLP AND HARTNELL COLLEGE

Authorize to amend the contract by one year with the independent auditing firm, Vicenti, Lloyd, and Stutzman, LLP, for financial auditing services through the end of fiscal year 2011.

E. PERSONNEL ACTIONS

Approve and/or ratify Personnel Actions (included in packet).

VIII. ACTION ITEMS

Action

A. ACCEPT INDEPENDENT ACCOUNTANTS' AUDIT REPORTS FOR YEAR ENDING JUNE 30, 2010

Accept the Independent Accountants' Audit Reports for the year ending June 30, 2010. The reports for 2009-2010 include all funds: 1) General (restricted and unrestricted), 2) Hartnell College Foundation, and 3) Measure H Capital Bond Funds. In addition to the financial audits, a Performance Audit of Measure H is included.

Action

B. APPROVE BUDGET REVISIONS

Approve budget revisions numbered 9021 to 9053.

Roll-call

C. ADOPT RESOLUTION 10:16, APPROVING AMENDED AND RESTATED BYLAWS

Adopt Resolution 10:16, Approving Amended and Restated Bylaws.

IX. INFORMATION ITEMS

A. UPDATE ON CURRENT CONSTRUCTION PROJECTS

Receive oral and written report on current construction projects.

Damon Felice, Felice Consulting Services / Joseph Reyes, Director, Maintenance

B. FINANCIAL STATEMENTS

Receive and accept financial statements for month ending October 31, 2010.

C. MONTEREY COUNTY TREASURERS QUARTERLY REPORT

Receive County of Monterey Treasurer's Report of Investments for the Quarter Ending September 30, 2010.

D. PROCESS FOR REDRAWING ESTABLISHED TRUSTEE AREA BOUNDARIES

Receive information on the redrawing of established trustee area boundaries.

E. REPORTS FROM SENATES

Receive oral reports from College Senates on matters of interest to the college.

1. Stephanie Blancas, Student Senate
2. Nancy Schur, Academic Senate
3. Classified Senate

F. PRESIDENT'S REPORT

Report from the Superintendent/President.

G. BOARD OF TRUSTEES COMMUNICATION

Trustee reports on matters of interest to the college.

X. NEXT MEETING

January 18, 2011, 5:00 p.m., Hartnell College, 411 Central Avenue, CALL Building, Room 208.

XI. ADJOURNMENT

Adjourn the meeting.