HARTNELL COMMUNITY COLLEGE DISTRICT

M I N U T E S

Board of Trustees – Development
CALL 208
411 Central Avenue
Salinas, California

April 16, 2013

OPEN SESSION
Trustee DePauw called the meeting to order at 5:31 p.m.

PLEDGE OF ALLEGIANCE
This meeting immediately followed a special meeting where Trustee Freeman led the pledge of allegiance.

ROLL CALL
Trustee DePauw noted that all members of the board remained in attendance.

PUBLIC COMMENTS
There were no public comments.

LEASE-LEASEBACK – STEPS AND PROCEDURES
The board received a presentation, from Devon Lincoln, legal counsel, on the steps and procedures for the lease-leaseback approach. Dr. Lewallen recalled that at their regular meeting of March 5, 2013, the board took action to authorize the administration to move forward with the implementation of a lease-leaseback construction delivery method for the new science building. In addition, Dr. Lewallen reported that he, legal counsel, staff, and Trustees Donohue and Montemayor met to discuss the steps and procedures. At that meeting, a draft request for qualifications/proposal was developed and other pertinent documents were reviewed and discussed. Ms. Lincoln then summarized the process and explained the documents used to execute the process.

After the presentation, the board engaged in a discussion and asked about the contingency fund options, change orders, the composition of the selection committee, and the use of a project labor agreement. Trustees Montemayor and Pruneda requested that project labor agreements be on the next meeting agenda, so that the board could discuss and consider whether or not the project labor agreement should be included in the RFP/Q for the new science building. The board will consider approving the RFP/Q at their meeting of May 7, 2013.

SELF-EVALUATION INSTRUMENT FOR BOARD OF TRUSTEES
Trustee DePauw reminded the board that they conducted their self-evaluation in January. At that time, the board committed to conducting another self-evaluation in six months so that the evaluation of the board and CEO were on the same annual cycle.

In preparation for this next self-evaluation, Trustees DePauw and Pruneda received information at the recent ACCT conference regarding self-evaluation instruments and procedures and they shared an instrument used in an exercise at the conference. After some discussion, the board decided to keep the survey questions from the January evaluation, but found the rating scale needed revision. The survey will be created in Survey Monkey and available in early May. The results will be tallied and ready for discussion at the May development session.
ADMINISTRATIVE PROCEDURE 2740

The board received and discussed Administrative Procedure 2740, Board Education and Professional Development, and discussed a suggested annual dollar amount ($3,000) for each board member for board education and professional development. The board will consider approval of this procedure at its May 7, 2013 meeting.

ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Candi DePauw
Board of Trustees President

Willard Lewallen
Board Secretary