

**CALL TO ORDER/ROLL CALL**

Chairman Mark Stephens called the regular meeting of the Board of Trustees to order in the Boardroom at 6:42 p.m. Following the Pledge of Allegiance, roll call was taken.

Present: Mr. Luke Casson, Ms. Kailee Harper, Mr. Tracy Jennings, Mr. Glover Johnson, Mrs. Elizabeth Potter, Mr. Mark Stephens, Ms. Diane Viverito.

Absent: Mr. Rich Regan.

Mr. Stephens commented that Trustee Regan is absent due to a work obligation.

**APPROVAL OF BOARD MINUTES**

Mr. Johnson made a motion, seconded by Ms. Harper to approve the minutes of the Regular Board Meeting of August 27, 2024. Voice vote carried the motion unanimously.

**COMMENTS ON THIS AGENDA**

None.

**CITIZEN PARTICIPATION**

None.

**REPORTS/ANNOUNCEMENTS – Employee Groups**

Adjunct Faculty Association President Bill Justiz commented on the upcoming Fall Family Fun Fest this Saturday, September 28, 10 am – 2 pm in the Botanical Gardens.

**STUDENT SENATE REPORT**

TCSA President Mark Kouria reported on the successful Corn Roast and Movie on the Mounds events. He announced that he and Student Trustee Harper attended an ICCB Student Advisory Committee last week, and Ms. Harper was elected as Student Advisory Committee Secretary for 2024-25.

**BOARD COMMITTEE REPORTS**

Academic Affairs/Student Affairs

Ms. Viverito reported that the committee met earlier this month and reviewed pertinent items which have been forwarded to the Board with the committee's support and recommendation for approval.

Finance/Maintenance & Operations

Mrs. Potter reported that the committee met on September 11 and reviewed nine new business items and no purchasing schedules. All were unanimously approved and sent to the Board with a recommendation for approval.

**ADMINISTRATIVE REPORT**

None.

**PRESIDENT’S REPORT**

None.

**CHAIRMAN’S REPORT**

None.

**NEW BUSINESS**

**ACTION EXHIBITS**

**17101 Approval of FY 2024 Audit**

Christine Torres from the auditing firm of Crow LLP reported that this year’s audit was excellent, with an unmodified opinion and no issues to report.

**17102 Certification of Per Capita Cost FY 2025**

**17103 Approval of FY 2025 Annual Budget**

**17104 FY 2025 Student Activities Budget and Expenditures**

**17105 Facilities Rental Fee Changes**

**17106 Intergovernmental Safety and Security Agreements with Local School Districts**

**17107 Five-Year AT&T HD Video Broadcast Services Agreement**

**17108 Certificate of Final Completion and Authorization of Final Payment for the Chiller Replacements – Buildings F & G**

**17109 Subscription to Britannica Academic**

Ms. Viverito made a motion, seconded by Mr. Jennings, to approve the Action Exhibits. Voice vote carried the motion unanimously.

**BILLS AND INVOICES**

Ms. Viverito made a motion, seconded by Mrs. Potter, to pay the Bills and Invoices in the amount of \$1,222,702.96.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Harper, Mr. Jennings, Mr. Johnson, Mrs. Potter, Ms. Viverito, Mr. Stephens.

Absent: Mr. Regan.

Motion carried 6-0 with the Student Trustee voting yes.

**CLOSED SESSION**

The Board did not move to Closed Session.

**HUMAN RESOURCES REPORT**

**1.0 Faculty**

Mr. Jennings made a motion, seconded by Mrs. Potter, to approve pages 1 and 2 of the Human Resources Report, items 1.1.01 through 1.4.01. Voice vote carried the motion unanimously.

**2.0 Adjunct Faculty**

Ms. Harper made a motion, seconded by Mrs. Potter, to approve pages 3 through 7 of the Human Resources Report, items 2.1.01 through 2.7.01. Voice vote carried the motion unanimously.

**3.0 Administration**

There is no action on page 8 of the Human Resources Report.

**4.0 Classified, Police & Engineers**

Mrs. Potter made a motion, seconded by Mr. Jennings, to approve page 9 of the Human Resources Report, items 4.1.01 through 4.3.01. Voice vote carried the motion unanimously.

**5.0 Mid-Management**

Mrs. Potter made a motion, seconded by Ms. Viverito, to approve page 10 of the Human Resources Report, items 5.1.01 through 5.2.01. Voice vote carried the motion unanimously.

**6.0 Hourly Employees**

Ms. Viverito made a motion, seconded by Mrs. Potter, to approve pages 11 through 14 of the Human Resources Report, items 6.1.01 through 6.2.05. Voice vote carried the motion unanimously.

**7.0 Other**

Ms. Harper made a motion, seconded by Mr. Johnson, to approve page 15 of the Human Resources Report, items 7.1.01 through 7.2.01. Voice vote carried the motion unanimously.

**ADJOURNMENT**

Motion was made by Ms. Viverito to adjourn the Regular Meeting of the Board, seconded by Mr. Jennings. Voice vote carried the motion unanimously. Chairman Stephens adjourned the meeting at 6:55 p.m.

Submitted by: Mark R. Stephens  
Board Chairman

Tracy Jennings  
Board Secretary

Susan Page  
Susan Page, Recording Secretary