

OCTOBER 17, 2018 MEETING

The Southern State Community College Board of Trustees met on Wednesday, October 17, 2018 in the Community Room at the Brown County Campus, located at 351 Brooks Malott Rd., in Mt. Orab.

At 12:10 p.m., Chair De Bruin called the meeting to order. Roll Call was as follows:

Present:

Trustee Doug Boedeker

Trustees

Absent:

Trustee Tracy O'Hara

18.76

Consideration of Agenda

Trustee Stevens moved and Trustee Boedeker seconded that the October 17, 2018 agenda be approved, with addition of a Finance Committee meeting immediately following. Roll Call Vote was as follows:

Yes, acceptance of October 17, 2018 agenda:

Trustee Rachel Cummings

Trustee Mike Pell

Trustee Lynn Stevens

Trustee Kristy Wilkin

Trustee Doug Boedeker

Trustee Brian De Bruin, Chair

18.77

Motion to go into Executive Session

At 12:12 p.m., Trustee Wilkin moved and Trustee Cummings

executive session for the purpose of discussing matters pertaining to collective bargaining. Roll Call Vote was as follows:

Yes, acceptance of entering into Executive Session:

Trustee Mike Pell

Trustee Lynn Stevens

Trustee Kristy Wilkin

Trustee Doug Boedeker

Trustee Rachel Cummings

Trustee Brian De Bruin, Chair

18.78

At 1:05 p.m., the Board came out of executive session and reconvened the regular meeting, with no follow-up action taken.

18.79

### Consideration of Minutes

Trustee Boedeker moved and Trustee Stevens seconded that the

Financial Reports

#### **4.61 CREDIT CARD POLICY**

Normal operating expenditures require the use of the College's standard purchase order process. The College will not accept responsibility for purchases made without a purchase order and unauthorized purchases may become the personal obligation of the individual placing such an order.

For travel related expenditures and key purchases from pre-approved vendors which do not accept purchase orders, a College credit card may be used.

Any SSCC officer or employee is eligible to be a cardholder. Cardholders must be pre-approved in writing by their supervisor and the College Business Manager. The

Trustee Lynn Stevens  
Trustee Kristy Wilkin  
Trustee Brian De Bruin, Chair

library staff, Kim Ellison and faculty for running a “well-oiled machine”, in absence of an official Campus Director. Some of the recent events held at that campus include Adult Opportunity Center orientations, in addition to weekly classes, Master Gardeners monthly meeting, Ohio Connections Academy’s state testing, tables for HealthSource of Ohio and voter registration, meetings for Success by Six Together and Positive Behavior Intervention and Supports, and ACT testing.

18.86

### Adjournment

At 1:22 p.m., Wednesday, October 17, 2018, Trustee Pell moved and Trustee Wilkin seconded that the meeting be adjourned. All were in favor.

NOTE: Copies and/or originals of all documents referenced throughout the minutes are on file (BOARD OF TRUSTEES \ October 17, 2018 meeting) in the President’s office unless otherwise noted.

### Finance Committee Meeting

After the meeting was adjourned, the Finance Committee met to review data provided by Mr. Buck on HLC’s CFI drivers, annual costs attributed to campuses, course section revenue and costs by location, current campus headcount, and outstanding bonds.

President

Chairman

Secretary