

**NEBRASKA COMMUNITY COLLEGE ASSOCIATION  
BOARD OF DIRECTORS  
Fourth Quarterly Meeting Minutes  
November 18, 2008**

**1. PUBLIC MEETING NOTICE**

All NCCA Board of Directors, Area President and the general public having been duly notified a meeting of the NCCA Board of Directors was held November 18, 2008, at Metropolitan Community College – South Omaha Campus. President Lynn Schluckebier stated that the public meeting notices were published in the Lincoln Journal Star and Omaha World Herald and the rules for the Nebraska Public Meeting Laws are available for public viewing. The public meeting notices are attached to these minutes.

**2. ATTENDANCE**

Directors Present:

President Lynn Schluckebier – Southeast  
Vice President Merlyn Gramberg – Western Nebraska  
Secretary Diane Keller – Central  
Treasurer Tim Potter – Metropolitan  
Linda Aerni for William Schneider - Central  
Jane Hornung – Mid-Plains  
David Newell for Jim Nekuda – Metropolitan  
Don Oelsigle – Northeast  
M. Thomas Perkins – Western Nebraska  
Larry Poessnecker – Northeast  
Nancy Seim for Robert Feit – Southeast  
Roger Wilson –Mid-Plains

Staff Present:

Dennis Baack – Executive Director  
Melanie Williams – Administrative Assistant

Also present were: Dr. Greg Smith – Central, Dr. Randy Schmailzl – Metropolitan, and Dr. Jack Huck – Southeast.

**3. CALL TO ORDER AND QUORUM DETERMINATION**

President Schluckebier called the meeting to order at 9:05 a.m. and asked for roll call and quorum determination. Present and responding were twelve board members representing their respective area governing boards. It was determined that a quorum was present.

**4. APPROVAL OF AGENDA**

President Schluckebier asked for any additions to the agenda. There were none.

**MOTION BY TOM PERKINS AND SECOND BY LARRY POESSNECKER that the NCCA Board of Directors approves the meeting agendas as presented.**

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Newell, Oelsligle, Perkins, Poessnecker, Potter, Schluckebier, Seim, Wilson

**Voting Nay:** None

**RESULT: Motion carried twelve (12) ayes and no nays.**

## **5. APPROVAL OF MINUTES**

President Schluckebier asked for any corrections to the special meeting minutes on September 9, 2008. There were none.

**MOTION BY TIM POTTER AND SECOND BY TOM PERKINS that the NCCA Board of Directors approves the September 9, 2008, meeting minutes.**

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Oelsligle, Perkins, Poessnecker, Potter, Schluckebier, Seim, Wilson

**Voting Nay:** None

**Passing:** Newell

**RESULT: Motion carried eleven (11) ayes, no nays, and one (1) pass.**

## **6. TEAM 1 / LEGISLATIVE COMMITTEE**

### **a. Approval of 2009 Legislative Agenda**

Baack stated that there is only one item for the 2009 legislative agenda and that is the amount of state aid requested for FY 2009-2010 and FY 2010-2011. Those amounts are \$11,077,000 for 09-10 and \$12,737,000 for 10-11 and they are predicated at keeping the LER at a constant rate of 6.6677.

**MOTION BY TOM PERKINS AND SECOND BY DON OELSLIGLE that the NCCA Board of Directors approves the 2009 legislative agenda as presented.**

President Schluckebier asked for any discussion. Newell stated that he intended to vote against the proposed agenda. He believes it is a mistake especially in these hard times to think that the community college system could ask for at least \$11 million dollars each year to keep the LER level. As this board knows, the Metro board has approved a resolution opposing any increase in state aid. He continued to state that he thinks that this will help the rest of the state understand that this formula doesn't do what it was originally intended to do which was be something that was consistent and wouldn't require a great deal of new money. This is a great deal of new money and is not sustainable year after year in order to hold this LER. It is a mistake and it points out very clearly why this funding formula needs to be revised.

President Schluckebier asked for any further discussion. Perkins called for the question.

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Oelsligle, Perkins, Poesnecker, Schluckebier, Seim, Wilson

**Voting Nay:** Newell, Potter

**RESULT: Motion carried ten (10) ayes and two (2) nays.**

## **7. TEAM 2 / BUDGET & PERSONNEL COMMITTEE**

### **a. Executive Director's Contract Extension**

Potter stated that Team 2 had a conference call on November 5 and met just prior to the board meeting to discuss Baack's evaluation and make a recommendation on his contract extension. Goals were also discussed which were included in the board packet. Potter continued to state that Baack had indicated where he had met his goals and where additional work needed to be done. Team 2 did have a vote on a recommendation of a contract extension for one year which passed with a vote of five ayes and one abstention.

**MOTION BY TOM PERKINS AND SECOND BY MERLYN GRAMBERG that the NCCA Board of Directors approves to extend the Executive Directors contract by one year.**

President Schluckebier asked for more discussion. There was none.

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Oelsligle, Perkins, Poesnecker, Schluckebier, Seim, Wilson

**Voting Nay:** None

**Abstain:** Potter

**Not Voting:** Newell

**RESULT: Motion carried ten (10) ayes, no nays, one (1) abstain, and one (1) not voting.**

**b. 2007 NCCA Financial Audit**

Potter stated that Team 2 did also discuss the 2007 NCCA financial audit particularly the management letter which accompanied the audit. Some of the recommendations in the letter were new and hadn't been in past management letters. One comment had to do with new audit standards which include five internal control components included in the letter. Potter made the recommendation to Team 2 that the information provided to Baack be provided to the Board so that we can determine what we can do to comply with those standards. It was also mentioned by the auditor that the staff and the Board do not have the proper skills to prepare the financial statements in accordance with GAAP and they recommended having a finance expert on the Board which is not practical for this board because we are elected. Team 2 felt that this was something that needed to be discussed because the auditor referred to them as significant deficiencies in internal control. Potter continued to state that as far as financial statements are concerned, there is money in the budget for part-time staff which could be used to contract with a CPA to come in and do the financials. Team 2 did make the recommendation to approve the audit with the provision that steps be taken to address the concerns stated in the management letter. Baack stated that the association office will work with the auditor to try to come up with some ways to address the situation.

**MOTION BY MERLYN GRAMBERG AND SECOND BY JANE HORNUNG that the NCCA Board of Directors approves the 2007 financial audit with the condition that the issues listed in the management letter be addressed.**

Keller asked if the auditor has ever met with the board or Team 2 both prior and after the audit. Baack replied that they are willing to do that if the Board would like.

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Newell, Oelsigle, Perkins, Poessnecker, Potter, Schluckebier, Seim, Wilson

**Voting Nay:** None

**RESULT: Motion carried twelve (12) ayes and no nays.**

**8. BYLAW & POLICY COMMITTEE**

**a. Update of Policy #3003**

Poessnecker stated that this update is to bring the rotation schedule for leadership positions up to date. The new rotation schedule would be as follows:

1. At the third quarterly meeting in 2009, the rotation schedule should be:

President	Western
Vice President	Central
Secretary	Metropolitan
Treasurer	Mid-Plains
2. At the third quarterly meeting in 2010, the rotation schedule should be:

President	Central
Vice President	Metropolitan
Secretary	Mid-Plains
Treasurer	Northeast
3. At the third quarterly meeting in 2011, the rotation schedule should be:

President	Metropolitan
Vice President	Mid-Plains
Secretary	Northeast
Treasurer	Southeast
4. At the third quarterly meeting in 2012, the rotation schedule should be:

President	Mid-Plains
Vice President	Northeast
Secretary	Southeast
Treasurer	Western

**MOTION BY LARRY POESSNECKER AND SECOND BY DIANE KELLER that the NCCA Board of Directors approves the update of Policy #3003.**

President Schluckebier asked for any discussion. There was none.

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Newell, Oelsigle, Perkins, Poessnecker, Potter, Schluckebier, Seim, Wilson

**Voting Nay:** None

**RESULT: Motion carried twelve (12) ayes and no nays.**

## 9. DATES & SITES FOR 2009 QUARTERLY MEETINGS

President Schluckebier stated that the dates and sites of the 2009 quarterly meetings are determined at the fourth quarter board meeting. Discussion was had regarding the possible dates and location for the meetings. It was determined that the 2009 quarterly meetings will be held on the following dates:

First Quarter Meeting – February 23, 2009 – Lincoln  
Second Quarter Meeting – May 4, 2009 – Lincoln  
Third Quarter Meeting – August 10, 2009 – McCook (Mid-Plains)  
Fourth Quarter Meeting – November 3 & 4, 2009 – Lincoln (Annual Meeting)

**MOTION BY DON OELSLIGLE AND SECOND BY ROGER WILSON that the NCCA Board of Directors approves the 2009 quarterly meeting dates and sites as presented.**

President Schluckebier asked for further discussion. There were none.

A roll call vote was taken.

**Voting Aye:** Aerni, Gramberg, Hornung, Keller, Newell, Oelsligle, Perkins, Poesnecker, Potter, Schluckebier, Seim, Wilson

**Voting Nay:** None

**RESULT: Motion carried twelve (12) ayes and no nays.**

## 10. COUNCIL OF CHIEF EXECUTIVE OFFICERS REPORT

Dr. Huck stated that the CEO council did meet on November 7 in Lincoln and gave a brief overview of that meeting. Some of those items include discussions with John Hilgert, Director of Veteran's Affairs, and Tony Raimondo with the Dream It, Do It campaign. Additional items discussed were the University on Course program, Initiative 424, and area reports from each President.

Baack stated that the general counsel for Northeast did take a look at the initiative and prepared an opinion which was distributed at the meeting. There are still a few lawsuits working their way through the judicial system at this time as well. Perkins asked for a presentation and discussion of Initiative 424 be put on the next board agenda.

## 11. EDUCATION & SEMINARS

Baack stated that this was carried over from the third quarter meeting and had to do whether or not the Board would like to present an award to professional board staff.

Baack asked the Board if they would like the association office to proceed with this. Some board members answered in the affirmative. Baack stated that the association office will come up with some criteria very similar to ACCT's criteria for this award. Questions were then raised if this person needs to be an employee who devotes all of their time to board activities. Perkins suggested using ACCT's criteria to determine who is can apply to. Baack replied that he would look into that and bring it to the board again.

## **12. TREASURER'S REPORT**

Potter reviewed the financial statements and asked if anyone had any questions. There were none.

## **13. EXECUTIVE DIRECTOR'S REPORT**

### **a. Update on Area Dues Ratification**

Baack stated that each area has received their dues statement and will be taking action soon if not already.

### **b. Area Board Visits**

Baack stated that he has had to cancel some area board visits due to some personal issues but will be rescheduling those visits in December or January.

## **14. ACCT STATE COORDINATOR REPORT**

### **a. Discussion of Alternate State Coordinator**

A handout was distributed from Feit detailing information regarding ACCT. Baack stated that Feit would still like the Board to discuss a possible alternate for him in the event he is unable to attend an event or meeting or just needs some help with some of his duties. Hornung volunteered to be the alternate ACCT State Coordinator.

The question was raised to whether the Nebraska attendees of the NLS conference would like to have a breakfast meeting again on Tuesday morning of the conference. Everyone was in agreement that they would like to have another breakfast meeting. Baack stated that he will make the arrangements with Lila Farmer.

## **15. COMMENTS & CONCERNS OF GOVERNING BOARD MEMBERS**

Gramberg stated that he was very fulfilled by the ACCT conference in New York and highlighted some of the key points he came away with from the conference. Seim also commented that she really enjoyed the conference as well.

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Wilson stated that his area is experiencing numerous job layoffs and was curious if the community colleges had a statewide response team. Baack replied that the Department of Labor and Economic Development has an emergency response team that respond to these situations and often times work with the community college areas to offer various opportunities to those individuals. Baack continued to state that he believes the community colleges should be involved in every one of those situations. He will be meeting with the new Director of the Department of Labor and he will encourage her to involve the community colleges on the response team. Perkins stated that we also need to be able to show which jobs are currently available for placement. Baack replied that this information will be included in the economic impact study the areas are currently doing with EMSI and that information could be shared with potential students.

There being no further business, the meeting adjourned at 10:14 a.m.

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Lynn Schluckebier, President

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Diane Keller, Secretary