NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

FEBRUARY 19, 2004

MINUTES

The New Mexico Junior College Board met on Thursday, February 19, 2004, beginning at 4:00 p.m. in the Zia Room of Pannell Library. The following members were present: Mr. Larry Hanna, Chairman; Ms. Patricia Chappelle, Secretary; Mr. Phillip Jones; Mrs. Yvonne Williams; Mr. Guy Kesner; Mr. John Hice, Jr.; and Mr. Wade Cavitt.

Mr. Hanna called the meeting to order and welcomed visitors and guests present: Vange Perryman, Hobbs News Sun and Brad Caress, Daniels Insurance.

Upon a motion by Mr. Hice, seconded by Mrs. Williams, the agenda was unanimously adopted, as presented.

Upon a motion by Mr. Jones, seconded by Ms. Chappelle, the board unanimously approved the minutes of January 23, 2004, as written.

Under President’s Report, Gloria Munoz presented the Small Business Center’s Star Client award to Robbie and Pam Robinson, owners of American Transmission. Renee Wharton gave an update on the Strategic Plan.

Under New Business, Teresa Gracia-Arsiaga with Johnson & Miller presented the Audit Report. Upon a motion by Mr. Kesner, seconded by Mr. Cavitt, the board unanimously approved the audit as presented.

Dan Hardin presented the January financial reports and with a motion by Ms. Chappelle, seconded by Mr. Hice, the board unanimously approved the expenditures for January 2004.

Frank Collins presented Bid #946 – To Furnish a Commercial Package Insurance Policy for New Mexico Junior College. The administration recommended that the bid submitted by Daniels Insurance, Inc. be accepted. The cost of coverage is $214,180 for one policy period commencing March 1, 2004, with options to renew the policies for up to four additional years. Upon a motion by Mr. Cavitt, seconded by Ms. Chappelle, the board unanimously accepted the recommendation.

Dr. McCleery presented Request for Proposals #80 – Ground Lease for NMJC. The administration recommended acceptance of the services of Lea County Student Housing pending approval from the State Board of Finance. Upon a motion by Mr. Cavitt, seconded by Mr. Hice, the board unanimously accepted the recommendation.
Mr. Sam Oswald recommended Thomas Rice for the Coordinator of Events/Audio Visual Services position at an annual salary of $23,500. Upon a motion by Mr. Kesner, seconded by Mr. Hice, the board unanimously accepted the employment of Mr. Rice, effective February 23, 2004.

Mr. Hanna called for comments from the community. There being none, the next regular board meeting was scheduled for March 18, 2004, beginning at 4:00 p.m. in the Zia Room of Pannell Library.

Upon a motion by Mr. Cavitt, seconded by Mr. Kesner, the board meeting adjourned at 5:35 p.m.

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CHAIRMAN

ATTEST: __________________________________
SECRETARY

Others present:

Gloria Munoz
Anita Thomas
Rudy Rascon
Marilyn Jackson
Mary Jane Ward
Jennifer Jordon
Cc Nelson
Sam Oswald
Robert Bensing
Lisa Hardison
Lance Caviness
Mickey Best
Sharon Jenkins
Pat Gorman
Richard Fleming
Tim Perry
Frank Collins
Dan Hardin
Renee Wharton