

**RIO GRANDE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES**

March 25, 2024

BOB EVANS FARMS HALL, ROOM 216

5:00 P.M.

I. CALL TO ORDER – Mr. Davenport, Chair, called the meeting to order at 5:00pm.

II. ROLL CALL

Mr. Mick Davenport, Chair - present

Mr. Paul Reed, Vice Chair - present

Mr. Troy Howdyshell - present

Ms. Mary Lynne Jones - present

Ms. Sarah Munn - present

Ms. Taylor Rose - absent

Mr. Christian Scott - present

Mr. Jeff Simmons - absent

Mr. Joshua Smith – present

Mr. Ryan Smith, President of the University of Rio Grande and Rio Grande Community College was present.

Staff present included: Ms. Cherokee Ruby, RGCC CFO; Ms. Amanda Ehman, Director of Community College Programming & Student Success Center; Mr. Tom Sutton, Associate Vice President of Administration; Ms. Misty Napier, Director of the McArthur Center; Mr. Jeremy Heffernan, RGCC Staff Accountant; Ms. Elizabeth Bynum, Fiscal Services Specialist.

III. APPROVAL OF FEBRUARY 26TH MEETING MINUTES (PP. 4-14)

Mr. Scott made a motion to approve the February 26th meeting minutes. Mr. Howdyshell seconded the motion. Mr. Davenport called for voice vote. The motion passed unanimously.

IV. CHAIRMAN UPDATE

Mr. Davenport reflected on the ribbon cutting for the Rhodes Student Center Renovation. He shared how it is a great space and the ceremony was really nice. He gave props to President Smith and Ms. Long for their excellent speaking abilities. He went on to share how it was very well attended. President Smith added there were at

least between 90 to 100 people present.

Mr. Davenport went on to share how he had planned to visit all of the Centers. He has been to Meigs and Jackson. Today he went to the McArthur Center and met with Ms. Misty Napier. He shared how the Center Directors are so enthusiastic and very knowledgeable. This gives us great creditability in the local communities.

Mr. Davenport asked Ms. Napier to share about the Spanish Certificate Program. Ms. Napier explained how she had been working on the Spanish Certificate Program in connection with CCP and how it has grown each year. She shared how they have been speaking at events where they are being used as the model for the State and received awards for their partnership with Vinton County Local Schools. She further explained how they have expanded to Jackson and they have 8 students who are finishing a 31-hour certificate. There are also 3 other schools joining Rio; Belpre City Schools and 2 schools from the Akron area. One of the schools left Kent State's CCP Partnership to join Rio's due to the Spanish Certificate Program. Trustee Smith expressed how this was muy bien.

Mr. Davenport started a contest for the trustees. At every meeting he will ask a Rio question. The winner will receive a king-sized candy bar. His question was, "When Rio Grande College opened on September 13, 1876, who was the first president?" Mr. Davenport gave a couple of clues and the answer was Mr. Ransom Dunn. Mr. Scott received the reward.

Mr. Davenport explained how last week there was a Joint Board Commission meeting that went very well. The Joint Board Commission is made up of the Chair, Vice Chair, and former Chair from both boards. He wanted to thank Mr. Reed and Ms. Rose for their insight and expressed how it was a very good discussion. He also shared that one of his takeaways from the meeting was how well the financial officers work together. It has not always been like that and he wanted to give credit to Ms. Ruby.

No other discussions arose.

V. ACCEPTANCE OF TAX RATES (PP. 15-20)

Ms. Ruby explained how we typically receive the tax rates and then do an acceptance resolution before she goes to the hearing. This year they wouldn't let her move the hearing date, even though the County had been sending the information about the hearing to the wrong email. She only had five days to put her budget together. She attended the hearing and defended the budget. This year was different, they told her you can't always have a deficit budget or you won't survive. She went on to explain how this budget was a draft and there will be changes to it, but the funds that we are spending are for growth. We will have revenues from the new programs in future years.

Ms. Ruby shared how the new year tax budget is about \$30,000 more than our current

year budget. We usually start receiving the larger tax checks around May and on average they are usually 4% more than the county projects. She pointed to page 17 and explained how that is what is very primarily projected. They have already approved and are waiting on the Board approval that is why she had to put “draft” on every page. This is backwards from what we normally do and she reiterated there would be changes, especially since some numbers have not yet been received from the state.

Mr. Davenport inquired of what the levy was estimated last year. Ms. Ruby shared that it was \$1,342,000, which is about \$30,000 less than this year. The year before it jumped about \$200,000. We have gradually been increasing every year. She pointed to page 20 and explained how it was the tax form they send us with projections and estimations of what they believe they will collect. She added how we always do better than what they predict. This is the part that causes us to have the amended resolutions later in the year.

Ms. Ruby explained how the first resolution on the agenda is the acceptance of the tax rates and the second resolution is for the appropriations, it’s all the funds we are expecting. She further stated how it will change and explained how the SSI for the new year has not been returned, yet we completed and submitted the predictions last month. The SSI numbers used in this budget were from last year and there are a couple of other changes expected as well. We won’t be approving the 1st Amended until after June 30th and there will be a lot of new numbers between now and then.

Ms. Jones made a motion to approve the following resolution. Trustee Smith seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 03.25.24(1)

WHEREAS, the Board of Trustees, in accordance with the provision of law, have previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1, 2024, and

WHEREAS, the Budget Commission of Gallia County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten-mill tax limitation, and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Rio Grande Community College for Gallia, Jackson, Vinton and Meigs Counties (Rio Grande Community College District) that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted, and

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said district the rate of each tax necessary to be levied within and without the ten-mill limitation as follows:

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 M Limit	Outside 10 M limit
	Column I	Column II	III	IV
One Mill Tax Levy		\$1,372,054.69		1.0
TOTAL	\$0.00	\$1,372,054.69	0	1

**SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be levied	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)
One Mill Tax Levy	1.0	\$1,372,054.69

**VI. FISCAL YEAR 2025 PRELIMINARY APPROPRIATIONS & CERTIFICATE FROM ALL SOURCES
RESOLUTION (PP. 21-29)**

Mr. Howdyshell made a motion to approve the following resolution. Ms. Jones seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 03.25.24(2)

BE IT RESOLVED by the Board of Trustees of Rio Grande Community College, Gallia County Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending June 30, 2025, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

General Fund: \$16,687,618
One Mill Tax Levy Fund: \$1,372,055
Capital Projects Fund: \$630,000
Meigs Parking & Safety Fund: \$15,000
Grants Fund: \$14,368,131
Total: \$33,072,803

VII. ADDITIONAL ANTHOLOGY PAYMENTS

Ms. Ruby explained how we are still very much in the process of the implementation of the new system. She shared how they had a meeting today that brought it back around full circle with the issues we have been addressing. She believed they have a plan in place now that should work and allow us to go live in June. There will be a couple more in person sessions to help the implementation. Rio is a unique situation and they are learning a lot about us. We are learning how the systems are configured to be cookie cutter and we can't do cookie cutter. With that in consideration we have to do a lot of little things to get what we need from the system. We are still in negotiations to see how much we are responsible for and how much they are responsible for in the delay and missed go-live dates.

Ms. Ruby shared how there is still \$426,000 on our Tech and Infrastructure account line with the State. She believed another \$100,000 would get us live and running, so that is what this resolution is for. She will need to go back to the Controlling Board for this additional \$100,000. She doesn't need it yet, but this resolution would be to prepare for it, because it takes a little while to get through the process and when we go live we will have everything within a few short weeks.

Mr. Reed inquired about the original contract and if it stated what we would need for extras. Ms. Ruby answered with how we didn't expect to get to where we are in the process when we negotiated the contract initially. Ms. Ruby contested two invoices they sent and had them reduced. The contract addressed hourly cost, but was not as specific as we would have liked. There were additional hours available within the contract but all of those have been exhausted.

Mr. Reed inquired if this additional \$100,000 would be all of it or can there be anything else. Ms. Ruby shared how she will do her very best to make this be the final amount, but it has been a roller coaster. When we reach a place where we agree, then we roller coaster again. However, it has been working in our favor with negotiating about how much we are going to pay them. The majority of delays have been on their side with their turn over of employees and teaching new people about our implementation.

Trustee Smith inquired at this point in the service if it was mostly due to labor or due to the software itself that created the need to add additional funds. Ms. Ruby explained

that trying to keep the entities separate in the system has been a big part. She further explained how it's the software and the ones writing the codes. The ones writing the codes don't understand accounting, so we have to be able to translate what we need the system to do and it has been challenging.

Ms. Jones inquired of what it will cost annually. Ms. Ruby explained those costs will be covered by the University and will increase 3% annually. It starts out at \$60,000 quarterly, then increases by 3% annually and it is a 10-year contract. We are already in year 1 which is part of what we are negotiating, because we don't have a working product yet.

President Smith added that he explained to them that they are asking him to pay for oil changes on a car he has bought, but hasn't been given the car yet. He further explained they knew who we were when they took us on and that we are unique, but now they have to keep finding work-arounds. We hit a brick wall then they find a work-around.

Ms. Ruby explained how in her meeting today with Anthology they are back to where they were prior. That is to make the University automated and the Community College manual. The system can only do one automation, it makes sense to make the automated side the University since the Community College has fewer accounts. It will be easier to do the manual process with the side that has fewer accounts and we already do this in our current system.

Trustee Smith questioned wasn't our goal to be more automated in the new system. Ms. Ruby shared how yes that was the goal, but she will take this option to make it function. Trustee Smith inquired whether there would need to be a separate contract to be automated and it would probably be substantially higher costs. Ms. Ruby indicated we could buy a separate contract for a separate entity. However, we need it to be together because of how we process our financial aid. It won't run two types of aid on one side. The payable/receivable we need is not possible, because it will only read one account type. She spoke to another school that uses Anthology and they said they have Centers. Everything runs from their main account and they manually add their Centers. We can't consolidate our system like that with the University, because we are two different entities and it would be a compliance issue to have one set of books.

Ms. Ruby shared how it is not everything we had hoped it would be, but will be better than we currently have. She gave an example of an issue in the old system that was causing significant changes to our reporting. The new system won't have that issue.

Ms. Munn inquired if there was anything in the contract about repercussions for not meeting timelines, such as penalties for missing the deadlines on their part. Ms. Ruby shared how there wasn't anything directly listed, but there are timelines and we could file a couple of different types of things. It's part of why they are negotiating now. They want us to pay them for a product we do not have, and there were lawyers involved

that cannot come to an agreement. We are so far in at this point that we would have to go to court and go through litigation if we don't just get it fixed. It is moving smoother with internal meetings and having the President involved.

Mr. Scott inquired of Ms. Ruby's confidence level in hitting the June go-live. Ms. Ruby shared how her confidence goes up and down due to multiple factors, but she thinks we can hit June.

President Smith shared how the good news is both sides are incentivized to work through it and get a working product.

Ms. Ruby indicated that the additional funds from this resolution are not going to be paid right now. She explained how she just needs the resolution to get the process started to be prepared for when it comes due. She further indicated they likely won't receive this until after July 1st, unless everything hits perfectly on trajectory. They will not get this money until we are finished and have accepted the working product. President Smith added how Ms. Ruby is the best gatekeeper we have.

President Smith indicated that Finance is moving along. He felt the bottom-line was that we will get there. This will help us get it in place, then we can refine it from there as we move forward.

Trustee Smith made a motion to approve the following resolution. Mr. Reed seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 03.25.24(3)

WHEREAS, Rio Grande Community College has a contract with Anthology, Inc. to create a new student information system, and

WHEREAS, RGCC is in the process of implementing this new Enterprise Resource Planning (ERP) system, and

WHEREAS, there is a need for additional funding for the implementation, and

THEREFORE, BE IT RESOLVED that the Rio Grande Community Board of Trustees approves the release of additional funding in the amount up to and not to exceed \$100,000 for costs incurred in working with Anthology, Inc to complete the implementation of the new system and finalize this project.

VIII. TALENT READY/WORK READY GRANTS REPORT – MR. JEREMY HEFFERNAN (PP. 30-32)

Mr. Jeremy Heffernan shared from his written report included in the agenda packet. He explained a few of the details of the two different grants; Talent Ready Grant and Work Ready Grant. They hope to get a group together to request a few more programs to be included in the list of approved programs to apply the grant.

IX. OTHER BUSINESS

- **MAY BOARD MEETING DATE**

Ms. Ruby explained the May meeting date is on Memorial Day and asked the trustees to consider moving the meeting.

After a brief discussion it was decided to move the May meeting one week earlier to Monday, May 20th at 5pm.

X. EXECUTIVE SESSION

- **DISCUSSION OF HIRING A PUBLIC EMPLOYEE AND COMPENSATION**

A motion was made at 5:55pm by Mr. Scott to enter into executive session to discuss the hiring a public employee and compensation. The motion was seconded by Mr. Howdyshell. President Smith and Ms. Ruby were invited to join the trustees in executive session.

Executive Session Roll Call Vote:

Mr. Mick Davenport	Yes
Mr. Paul Reed	Yes
Mr. Troy Howdyshell	Yes
Ms. Mary Lynne Jones	Yes
Ms. Sarah Munn	Yes
Mr. Christian Scott	Yes
Mr. Joshua Smith	Yes

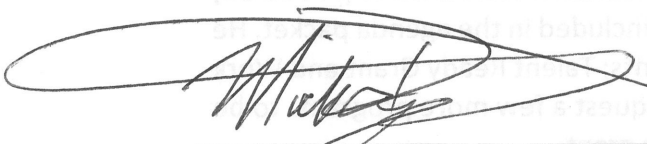
APPROVED

Executive Session ended at 6:33pm

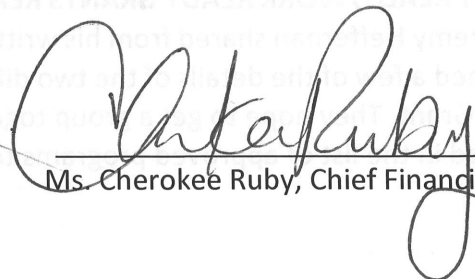
No action was taken as a result of Executive Session.

XI. ADJOURNMENT

There being no further business to discuss, Ms. Munn made a motion and Ms. Jones seconded the motion to adjourn the meeting at 6:36pm. Mr. Davenport called for a voice vote. The motion to adjourn was passed unanimously.



Mr. Mick Davenport, Chair



Ms. Cherokee Ruby, Chief Financial Officer