PRESENT: Trustees: Goodman, Bassett Scales, Slate (Via Phone); Attorney DeVane, President Boyle; Provost Charles; Staff: Estenoz, Dinkel, A. Ernst-Leonard, Snyder, Carreaga, N. Gerrard, McKiernan, D. Mera, D. Monroe, N. Bunch, P. Rice, A. Stevens
Guests: Anne O’Bannon, S. Kinney, Mike Driscoll, S. Toppino, Lynda Sheehan, Ken East, Patrice DeLorenzo

The Meeting was called to order by Chairman Scales

Moved Slate, seconded Bassett to approve the Agenda as presented with an addition to VII, add “C”, “College Name Change Agreement”, and Item “C” under Consent Agenda, typo, and change “must” to “for” in the last line of Cover memo.

VOTING YES: Goodman, Scales, Slate, Bassett

Moved Bassett, seconded Slate to approve the minutes of June 1, 2009.

VOTING YES: Goodman, Scales, Slate, Bassett

CONSENT AGENDA
Moved Bassett, seconded Slate to approve the Consent Agenda in Bulk, as per separate attachment. Trustee Goodman asked about the Accounts Receivable write-offs, especially in regards to Financial Aid. Controller Monroe reported that after 24 months, there are write-offs, if the College cannot collect from the students. Trustee Goodman also asked about the current accounts receivable, with regards to student fee and tuition and whether students, who do not pay, are still counted as FTE. Lydia Estenoz explained the drop procedure to the Board. David Monroe added that there are many reasons a student may stay on the books and owe fees, if they are a financial aid student, expecting a grant, or in some cases a scholarship and then the aid falls through, then it is up to the College to collect from the student.

VOTING YES: Goodman, Scales, Bassett

DID NOT VOTE: Slate (lost phone connection for the vote)

PRESIDENT’S HIGHLIGHTS

- FKCC Swim around Key West, organized by Lori Bosco was held last Saturday.
- The Foundation received a donation of a tug boat the Mary P, made by Suzie Hammacher.
- The College will be doing a monthly newsletter.
- The Foundation has brought in $70,000, not including the Lockwood donation.
- Dr. Boyle gave the Board Student Success Cards and Pledge Cards, from the Foundation and asked that they give them out to five people.

DISTRICT BOARD OF TRUSTEES

PRESIDENT
A. Faculty Report – No Report.
B. Kirsten Kraig, consultant for the Board on the Dorm housing project, gave a presentation to the Board.
   • The different financing structures were discussed
   • Public private partnerships, which are 100% supported by revenues generated were discussed.
   • There was discussion on the pros and cons of each developer.
   • It was made clear that the College is not legally or financially responsible for the debt of this project in either proposal.
   • The rental rates were discussed at length.
   • The management of the Dorms was also discussed, whether it would be the College or a private company, no decision was made.
C. Moved Goodman, seconded Bassett to table the agreement sent by the State Board of Education for the college name change until Attorney DeVane can get answers from the State Board of Education on #8 and #9 of the agreement.
VOTING YES: Goodman, Scales, Slate, Bassett

ATTORNEY
A. The Board adjourned as a Regular meeting and reconvene as a Rule Making Board

Moved Slate, seconded Bassett to approve the Board Rule changes to Annual Leave, #BR5.433, as per separate attachment (Suppl. Min. Book)
VOTING YES: Goodman, Scales, Slate, Bassett
Moved Bassett, seconded Slate to approve the Board Rule changes to Sick Leave, #BR5.431, as per separate attachment (Suppl. Min. Book).

VOTING YES: Goodman, Scales, Slate, Bassett

**FINAL PAYOUT**

Moved Bassett, seconded Slate to approve the Board Rules changes to Final Payout BR5.463, as per separate attachment (Suppl Min. Book)

VOTING YES: Goodman, Scales, Slate, Bassett

The Board adjourned as a Rule Making Board and reconvened as a Regular meeting.

**PERSONNEL ACTIONS**

HUMAN RESOURCES

A. Moved Slate, seconded Bassett to approve the Personnel Actions as follows:

**NEW EMPLOYEES**

Brenner, Tracy - June 8, 2009, Interim Assistant Director, Dive Program Middle and Upper Keys Ctrs, Professional, Level B. $39,636 annually.

Cole, William - July 6, 2009, Director, Facilities & Project Management, Administrative, Level G - $72,000 annually.

Nguyen, Thuhu - June 29, 2009, Accounts Payable Specialist, Career, Grade 5, $13.59 hourly.

Preston, Joanne - July 1, 2009, Director, Sponsored Research, Administrative, Level H, $85,000 annually.

**Part-time**

Budde, Michael - April 20, 2009, Diving Technical Advisor, $17.50 hourly


Wirsching, Michael - March 17, 2009, Part-time Math Workshop instructor, $20 hourly.

**PROMOTIONS/ RECLASSIFICATIONS/ ADJUSTMENTS:**

Monroe, Dave - July 1, 2009, Promoted from Controller (Administrative, Level G 08-09) to Executive Director, Financial and Information Resources, (Administrative, Level H 09-10) $75,895 annually.

Park, Suzy - July 1, 2009, Equity increase also fulfills 2nd phase in MGT study $1,790 annually.

Manzer, Jillian - July 1, 2009, Reclassification from Assistant to the Provost (Career, Grade 7, 08-09) to Coordinator, Instructional Affairs / Assistant to the Provost, (Professional, Level B, 09-10) $36,825 annually.

Ernst-Leonard, Amber - June 8, 2009, Fulfilling temporary duties and responsibilities of Director, Public Relations until a complete search has been made.$56,959 annually.

**ADJUNCT / PART TIME INSTRUCTORS**

As per separate attachment (Suppl Min. Book)

VOTING YES: Goodman, Scales, Slate, Bassett

B. Moved Slate, seconded Bassett to approve the Contract Recommendations for 2009-10, as per separate attachment with the change to William Chalfant and Tracy Brenner, both should be Interim Contracts, as per separate attachment (Suppl. Min. Book)

VOTING YES: Goodman, Scales, Slate, Bassett

C. Moved Bassett, seconded Slate to approve the 2009-2010 Salary Schedule, as per separate attachment (Suppl Min. Book)

VOTING YES: Goodman, Scales, Slate, Bassett

D. Moved Slate, seconded Bassett to approve the Annual Salary Increase for 2009-10, as per separate attachment (Suppl. Min. Book)

VOTING YES: Goodman, Scales, Slate, Bassett

E. Moved Bassett, seconded Slate to approve the 2008-09 Equity Report, as per separate attachment (Suppl Min Book).

VOTING YES: Goodman, Scales, Slate, Bassett

**ADMINISTRATIVE AND BUSINESS SERVICES**

A. Moved Slate, seconded Goodman to approve the 2009-2010 Budget, as per separate attachment (To be filed in the Bus. Office).

VOTING YES: Goodman, Scales, Slate, Bassett
GOOD OF THE ORDER

Public Input

Nancy Bunch thanked Staff and the Board for the support and all the hard work for the College.

Patrice DeLorenzo, a local attorney retained by a dozen current employees spoke to the Board on the need to change the process on the Grievance Policy and the Harassment Policy. She also spoke about the Grievance Committee, which has not had an election this past year.

Attorney DeVane reported that the Grievance Committee does exist even though there was no election held this year, since the previous committee is still in place.

Chairman Scales directed staff to make sure that the process we have on grievances is functional and working by the next Board meeting.

The next Board of Trustees meeting is July 27, 2009, in Key West.

Adjourned

Jill Landesberg-Boyle
President

Edwin A. Scales
Chairman