



MINUTES

I. CALL TO ORDER

Chair DeCrans called the regular meeting of the Klamath Community College Board of Education to order at 6:00 p.m.

Members Present: Raymond Holliday; Misty Buckley; Kate Marquez; Dave Jensen; Richard Harrington; Rejeana Jackson; and Kenneth DeCrans. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Roberto Gutierrez, President; Gail Schull, Vice President; Denise Reid, Vice President; Joshua Guest, Executive Director; Shannon Childs, Secretary to the Board; Gerry O'Brien, staff; and Peter Lawson, staff.

Guests: None.

Chair DeCrans read the Mission Statement: Klamath Community College provides accessible, quality education and services in response to the diverse needs of the student, business, and community. The College supports student success in workforce training, academic transfer, foundational skills development, and community education.

II. BOARD REORGANIZATION/SHOWCASE

A. Oath of Office for Newly Elected Board Member

Chair DeCrans administered the oath of office to Rejeana Jackson. Rejeana Jackson stood and repeated the oath.

B. Showcase

Dr. Gutierrez asked VP Jennings to introduce the Aviation showcase. VP Jennings introduced Andrea Postma, who shared her history with the Board. Director Postma reviewed an Aviation program PowerPoint, sharing the mission, program description, partnership, equipment, enrollment, outcomes, community engagement, and what sets the KCC Aviation program apart from the rest.

Dr. Gutierrez added that Pureflight helps fund the aviation program and is a strong partner.

III. CONSENT AGENDA

- A. Board Minutes (Work Session and Regular Meeting December 2, 2025)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the minutes.

Motion by: Richard Harrington

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Richard Harrington, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.

Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Chair DeCrans removed the Executive Session from the agenda.

Motion: To adopt the agenda as amended.

Motion by: Raymond Holliday

Second by: Misty Buckley

Discussion: None.

Public Comment: None.

Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Richard Harrington, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.

Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez shared that the work on the Childcare Learning Center has begun. There was a discussion on a groundbreaking ceremony; however, that would have slowed the project down by 3 weeks or more. There will be a kick-off of the capital campaign in late February or early March.
- b. The Cosmetology architects have been hired and the design is done. The construction plans are being works on as part of the request for proposal. The Board may see this at the March meeting. There will be two construction projects going on at KCC at the same time.
- c. An update was given for the VP External Programs. Director Peter Lawson will be giving Foundation updates at the Board of Education meeting. Both the VP of Academic Affairs and the VP of External Programs are posted.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Jonathan Flores gave an update on Fuels for Finals week.
- b. There was a blood drive in December in which 33 donors gave blood.
- c. New Student Orientation was highlighted.
- d. The Food Pantry has packed 80 food bags in one month.
- e. There was a Welcome Week with student involvement the first week of the term.
- f. The student held a well-attended town hall.

VII. STATE REPORT

- a. Trustee Marquez shared the three top priorities for the Oregon Community College Association (OCCA): protecting the community college support fund from a 5% budget reduction, preserving access to the Oregon Promise program, and protecting career pathways programs from elimination.
- b. Trustee Marquez read the first paragraph of an article, "Overhaul of Oregon School Funding Formula and Goals of Public Education Has Lawmakers at Odds". Trustee Marquez read Representative McIntire's comment in the article.
- c. Trustee Marquez shared another article that read that students are increasingly choosing community college for certificates over 4-year degrees because of the financial benefit of community colleges. Incentives for workforce Pell grants were shared.

Klamath Community College is an Equal Opportunity Educator and Employer.

- d. Dr. Gutierrez shared that the governor recently sent a letter that is preparing colleges for budget cuts.

VIII. FOUNDATION REPORT

- a. Director Lawson shared that July through November, 118 academic, for-credit scholarships were disbursed by the Foundation totaling \$32,750.
- b. From July through November, the Foundation distributed a combination of 62 non-credit trades focused scholarships, and Emergency Fund supports totaling \$20,970.
- c. The Foundation is working on an upcoming KCC Alumni Event for April 2026.
- d. There is work going on for the logistics for a successful capital campaign effort to support the KCC Childcare Learning Center.
- e. Dr. Gutierrez shared that a 30-year celebration is not being planned; there may be swag for the event to share out. Trustee Jensen shared that the Foundation is interested in doing some 30-year items.

IX. PUBLIC PARTICIPATION

- A. Public Participation (Public comment 3 minutes per person)
 - None.

X. INFORMATIONAL AND ACTION ITEMS

- A. Reappointment of Budget Committee Members – **Action Item**

Chair DeCrans shared information on the three individuals who would like to continue to serve on the Budget Committee.

Motion: To re-appoint Julie Matthews, Kathleen Walker-Henderson, and Michael Stuhr to the KCC Budget Committee.

Motion by: Raymond Holliday

Second by: Dave Jensen

Discussion: Chair DeCrans shared that there were no other positions to offer at this time.

Public Comment: None.

Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Richard Harrington, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.

Motion passed. Unanimous approval.

- B. Annual Comprehensive Financial Report for 2025-25 with Independent Auditors Report – **Action Item**

VP Reid provided the auditing process and the request to have the report approved.

Motion: To accept the Annual Comprehensive Financial Report with the Independent Auditors Report for the Fiscal Year 2024-25.

Motion by: Richard Harrington

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Richard Harrington, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.

Motion passed. Unanimous approval.

C. Resolution No. 208-25-26 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2025-2026 – **Action Item**

VP Reid shared how the budget is developed and the challenges with planning ahead for the year. The supplemental budget was reviewed for change requests.

Trustee Marquez inquired about the Childcare Learning Center grant funds. VP Reid shared that there is a spreadsheet that is ever-changing with funding. The College is moving forward with the phased approach. Dr. Gutierrez shared that the College is working on this grant funding, and meetings are being scheduled. The College is continuing to follow up on grants, as this is important to the community.

Motion: To adopt Resolution No. 208-25-26 as presented, transferring appropriation authority to the following resolution.

Motion by: Dave Jensen

Second by: Richard Harrington

Discussion: None.

Public Comment: None.

Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Richard Harrington, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.

Motion passed. Unanimous approval.

XI. RECESS REGULAR MEETING

XII. EXECUTIVE SESSION (Pursuant to ORS 192.660(2)(d))

No Executive Session. This item was removed from the agenda at the beginning of the meeting.

XIII. RECONVENE REGULAR MEETING

XIV. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Harrington thanked the staff who set up tours for his grandson for the firefighting program. He was very impressed with what he saw.
- Trustee Buckley asked if there was anything the Board could do to help further the good news of the Childcare Learning Center. Dr. Gutierrez shared that there will be a press release coming out soon. Dr. Gutierrez encouraged the Board to share the press release when it comes out.

XV. FUTURE ISSUES

- None.

XVI. NEXT MEETING

A. Scheduled Board of Education Meeting: February 24, 2025, Founders Hall Boardroom

XVII. ADJOURN

Chair DeCrans adjourned the meeting at 6:51 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary