

UNIVERSITY CENTER AT PONCA CITY

BOARD OF TRUSTEES

MEETING MINUTES-FEBRUARY 16, 2017

The University Center at Ponca City Board of Trustees held their monthly board meeting on February 16, 2017 at 7:30 a.m. in the University Center Conference Room, 2800 N. 14th Street, Ponca City, Oklahoma.

Chair Barry Bickle presented item A-called the meeting to order and roll call was taken and a quorum was established. Those present were Chair Barry Bickle, Vice Chair Bruce Evans, Secretary Carol Bouldin, Jeremy Frazier, Chuck Greenwood; Ex-Officio members Foundation Chair Pat Collogan, Dr. Cheryl Evans, Regent Carl Renfro, Mayor Homer Nicholson, CEO/Supt. Bruce DeMuth; Guest Rich Cantillion, CEO Adam Leaming, Associate Director Robyn Armstrong, and Recording Clerk Barbara Bloomfield. Non present members were Louise Abercrombie, Tim Seidel; Ex-Officio members Regent Ike Glass and Dr. David Pennington.

Chair Bickle presented item B-announcement and introduction of guests. Ponca City Chamber President Rich Cantillion was welcomed along with Ponca City Mayor Homer Nicholson.

Chair Bickle presented item C-to approve or not approve the Minutes of the January 19, 2017 regular meeting of the Board of Trustees. Chuck Greenwood made a motion to approve the minutes as they stand, Vice Chair Bruce Evans seconded. Bickle-yes, Bouldin-yes, Evans-yes, Frazier-yes, Greenwood-yes.

Chairman Bickle presented item D-to approve or not approve the Month End Budget Report for January 2017. Associate Director Armstrong provided the revenue and expenditure reports for January. She explained additional line items that were paid for license renewals, and double utility payments. She informed the Board that we have invoiced NOC for additional fees that have been collected from Summer and Fall 2016, and NWOSU for Spring 2017 Usage fees. We will invoice NOC as soon as we receive a current list. She expects them by the next board meeting. Secretary Carol Bouldin made a motion to approve the January Month end budget report, Chuck Greenwood seconded. Bickle-yes, Bouldin-yes, Evans-yes, Fraizer-yes, Greenwood-yes.

Next Chair Bickle presented item E-Foundation report from Foundation Chair Pat Collogan. UC Foundation Chair Collogan reported that the updated covenants have been signed by all building owners except Burger King. He stated that they are currently waiting on their final signature. This is exciting for the Foundation as they will be able to market the empty side of the building to generate revenue. He also reported that the Foundation has decided to table the issue of replacing light fixtures. It is a very expensive project no matter what option they choose. They have decided that replacing bulbs in the current light fixtures will suffice until other revenue can be found to pay for replacement fixtures. Chair Bickle thanked UC Foundation Chair Collogan for his report.

Chair Bickle presented item F-Administrative Reports from CEO Adam Leaming.

Diane Crossland: CEO Leaming should be meeting with the family of the Diane Crossland estate before next meeting. They do intend becoming sustaining donors with a donation of \$10,000 or more to our foundation. Preliminary interest seems to be to set it up with the education field in mind. He will keep the Board informed.

Concurrent Enrollment: Several meetings have occurred with Ponca City and Newkirk High Schools. We are exploring options that may help reduce the financial burden of our area students, which could theoretically increase concurrent enrollment at the UC. Our advisors will be at course fairs in Ponca City and Newkirk this month.

History of UC and UCF: CEO Leaming is compiling information to write a brief synopsis of the founding of the UC and UCF for future reference for CEOs and Board members. Please let CEO Leaming know if you have history to contribute information!

Legislative issues: CEO Leaming has been working with our local elected officials and state wide officials describing and explaining the tough funding predicament being felt in our small organization.

UC facility usage: The Trustees adopted a facility fee for utilizing our facility for private enterprise. The UC assesses a \$100 fee for the daily use of our studios, which is in line with similar organizations in and around the community. The UC currently has over 20 dates reserved by OSU, Dorada, and EPIC for spring and summer.

Strategic Planning Presentation: CEO Leaming gave a Power Point presentation to the Board showing the progress of the UC in the past years. He stated that we are in tough times but he is hopeful of the future of the UC with new opportunities on the horizon.

Chair Bickle presented item G-New Business. There was no new business to discuss.

Chair Bickle presented item H-public comments. No public were present.

Chair Bickle presented item I-comments from the UC Chair and/or Board of Trustees. All Board members expressed that CEO Leaming gave a good presentation and thanked him. CEO/Supt. Bruce DeMuth informed everyone that Pioneer Technology Center is helping the unemployed from Smith Bits find new employment and is setting up a job fair for them. He also stated that PTC Preview night will be held on Thursday, February 16th and is open to the public.

Dr. Cheryl Evans stated she was at the Capitol earlier in the week, and they are predicting another potential revenue failure of 1%. She also stated that our Legislators have filed 49 gun bills so far this year. She is concerned about the safety of our campuses and urges everyone to call their state representative.

Secretary Carol Bouldin asked everyone to call their Congressmen and demand that Clayton Johnson be reappointed at Marshall.

Chair Barry Bickle informed all Board members that he will be sending out an email with CEO Leaming's evaluation sheet attached. He asked that all Trustees complete it and return to him before the next Board meeting. He stated that they would like to finalize CEO Leaming's contract in April.

Dr. Cheryl Evans reminded everyone the Renfro Lectureship will be held on Monday, April 27th at the Renfro Center on NOC campus in Tonkawa. She also announced that Dale DeWitt will serve as a new Regent on the NOC Board and they are very excited to have him.

Next Chair Bickle presented item J-announcement of next Board of Trustees meeting. The next special meeting will be held on Thursday, April 20, 2017 at 7:30 a.m. in the University Center Conference Room at the University Center at Ponca City, 2800 N. 14th Street, Ponca City, Oklahoma. Chair Bickle also added that the night of April 20th is also Pioneer Technology's annual Roast event.

Chair Bickle presented item K-to approve or not approve a motion to adjourn. Secretary Carol Bouldin made a motion to approve adjournment, Jeremy Frazier seconded the motion. Bickle-yes, Bouldin-yes, Evans-yes, Frazier-yes, Greenwood-yes.