



Board of Trustees

MINUTES

February 5, 2025 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held a regular meeting on Wednesday, February 5, 2025, at 8:00 a.m. in room 512.

MEMBERS PRESENT

Trustee Lora Harlan was present in the Board Room. Trustees Janice Bradburn and Laura Leal participated via virtual meeting access. Trustees Terry Martin and Carolyn Spence were absent.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Jonathan Fuentes, Robin Kuykendall, Heather Lovato, Richard Benavidez, Vicki Bridinger De Leon, Nayeli Caldera, Nikkei Cardenas, Michelle Cochran, Dannette Ewers, Brandon Finney, Billy Garcia, Jerri Garcia, Emily Glikas, Ashley Grissom, Melissa Ham, Alice Harvey, Gabe Johnson, Nohemi Lara-Miller, Nikki Lovett, Bridget Lucero, Santana Sena, Kari Smith, and Marcus Smith. Also present in the Board Room were Kameron Barnett, CCC Legal Counsel; Grant McGee, Eastern New Mexico News; and Tom Harlan, Guest.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Julia Alexander, Joleen Borja, Shauma Brown, Jennifer Bussey, April Chavez, Elizabeth Chavez, Celia Donofrio, Rachel Page, Katrina Walley, Kellyann Weber, and Jessa Wood. Also, present via virtual access was Mr. Chris Garner, CPA, Pattillo, Brown & Hill, LLP.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:03 a.m. and declared a quorum.

Approval of Agenda:

The agenda was approved as submitted.

ACTION: Bradburn moved to approve the agenda as submitted. Leal seconded and upon roll call vote the motion carried (3-0).

Approval of Minutes:

The Board approved the minutes of December 4, 2024 as submitted.

ACTION: Leal moved to approve the minutes of December 4, 2024 as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

There was no New Business Instructional Matters.

NEW BUSINESS Non-Instructional Matters

*Audit Report Fiscal Year
Ending June 30, 2024:*

A copy of the Audit Report for Fiscal Year 2024, as prepared by the Certified Public Accounting Group of Pattillo, Brown & Hill (PB&H), LLP, was presented to the Board. Mr. Chris Garner of PB&H presented a thorough review of the report and confirmed that Clovis Community College received a clear audit report with zero findings. In the opinion of the audit firm, the basic financial statements of the College present fairly, in all respects, the respective financial position of the College and the CCC Foundation as of June 30, 2024. Last year's late audit report finding due to the College moving from the Banner system in the first half of the fiscal year to Workday in the second half of the fiscal year was resolved. The College is now only in Workday. It was requested that the Board accept the Audit Report for fiscal year ending June 30, 2024 as submitted by the Certified Public Accounting Group of Pattillo, Brown & Hill, LLP.

ACTION: Bradburn moved to approve the Audit Report for fiscal year ending June 30, 2024 as submitted. Leal seconded and upon roll call vote the motion carried (3-0).

*Deletion of Items from Fixed
Asset Inventory:*

Pursuant to Section 13-6-2, New Mexico Statutes Annotated (NMSA), a state agency, local public body, school district or state educational institution may sell or otherwise dispose of real property by negotiated sale or donation to other state agencies, local public bodies, school districts or state educational institutions. The College's Nursing Department would like to donate two medical simulation mannequins that are no longer in use to Clovis High School HOSA (Health Occupations Students of America) Department. In compliance with New Mexico State Statues and Clovis Community College's inventory control policy regarding disposition of assets, the College is required to submit this information for approval by the Board of Trustees. It was requested that the Board approve the disposition of the 12947 – Laerdal SimMan and the 12883 – Laerdal SimMan from the equipment inventory for donation.

ACTION: Bradburn moved to approve the disposition of the disposition of the 12947 – Laerdal SimMan and the 12883 – Laerdal SimMan from the equipment inventory for donation. Leal seconded and upon roll call vote the motion carried (3-0).

*Authorized Signatures for
CCC Bank Accounts:*

It is necessary to update the signature cards at New Mexico Bank & Trust for the Clovis Community College General Account, Payroll Account, Accounts Payable Account, Auxiliary Account, and Foundation Account. The Board was presented with a list of proposed signatures that include Jonathan Fuentes, President; Robin Kuykendall, Executive Vice President; and Heather Lovato, Chief Financial Officer. It was requested that the Board approve these administrators as authorized signers for Clovis Community College bank accounts as submitted.

ACTION: Leal moved to approve these administrators as authorized signers for Clovis Community College bank accounts. Bradburn seconded and upon roll call vote the motion carried (3-0).

*Quarterly Financial Reports
for Second Quarter of Fiscal
Year 2025:*

The Board was presented with Clovis Community College's Quarterly Financial Report for the second quarter of fiscal year 2025, which includes Statement of Net Position; Statement of Revenues, Expenses and Changes in Net Position;

Statement of Cash Flows; Schedule of Budgeted and Actual Revenues and Expenses.

ACTION: No action was requested of the Board of Trustees.

Financial Actions Report for Second Quarter of Fiscal Year 2025:

The Board was presented with a copy of the Financial Actions Report for the first quarter of fiscal year 2025. It was requested that the Board approve the report for final submission to the New Mexico Higher Education Department.

ACTION: Leal moved to approve the Financial Actions Report for second quarter of fiscal year 2025 as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

Purchase Approval for C-Arm for the Radiology Program:

The Board was presented with BID No. 2025-2-B for a Radiology C-Arm for Clovis Community College's Radiology Program. The College received six bids in response to the subject bid. Only three bids met the mandatory requirements set forth in the IFB. After a thorough evaluation of the bids, Brown's Medical Imaging was designated as the sole finalist since Brown's Medical Imaging bid had an overwhelming lead in the scoring. Funding is available under the CTE funds. It was requested that the Board approve the purchase of a C-Arm for the Radiology Program from Brown's Medical Imaging for the total amount of the purchase, \$150,000, including shipping.

ACTION: Bradburn move to approve the purchase of the C-Arm for the Radiology Program from Brown's Medical Imaging for the total amount of the purchase, \$150,000, including shipping. Leal seconded and upon roll call vote the motion carried (3-0).

Purchase Approval for Ultrasounds for Sonography Program:

The Board was presented with a quote for two GE Logip9 Ultrasounds with Monitor and associated support, and items/equipment from McKesson in the amount of \$102,067.56 for Clovis Community College's Sonography Program. The initial Installation includes a 5-year standard warranty. As Part of Equipment Warranty, GE will provide 7 years of technical phone support for the equipment, and clinical application support for the equipment by phone. Software support and updates will be provided by GE if supported by remote connectivity. Also included is two days of on-site training. The New Mexico State Purchasing Code allows purchases in excess of \$60,000 to be awarded on a non-competitive basis to one specific vendor if that vendor is a holder of a contract through a purchasing cooperative. McKesson holds the applicable contract through the State of New Mexico General Services Department, Statewide Price Agreement. Funding is approved through the ETA Allied Health Grant. It was requested that the Board approve the award of the contract to McKesson in the amount of \$102,067.56 for the purchase of two GE Logip9 Ultrasounds with Monitor and associated support, and items/equipment for the Sonography Program.

ACTION: Leal moved to approve the award of the contract to McKesson in the amount of \$102,067.56 for the purchase of two GE Logip9 Ultrasounds with Monitor and associated support, and items/equipment for the Sonography Program. Bradburn seconded and upon roll call vote the motion carried (3-0).

OTHER BUSINESS

President's Remarks:

Heather Lovato introduced Alice Harvey, the new Manager of Capital Projects, to the Board.

Dr. Fuentes shared that the College was busy in January getting the Spring semester off to a running start. Official enrollment numbers are not reported until after the second 8-week session, but he is happy to report that to date we

are up 6.1% from last year. We will continue pushing and hope to have kept the pace when we officially report.

The Legislative session has begun, and they will be busy traveling to Santa Fe to work on funding and other items that go before the Legislature.

Work continues on expanding our Workforce Education offerings. The CDL program is doing extremely well. We are looking at where else we need to go to meet the workforce needs for our industries.

The Calendar of February Events was shared with the Board and the following events were highlighted:

The Cultural Arts Series: New Mexico Jazz Workshop is Thursday, February 6 at Marshall Auditorium. Clovis public school fifth grade students will participate in the workshop as part of our outreach program. SweetJazz will be performing at the Petty Performing Arts Center on February 21st.

There are a number of student events taking place on campus throughout the month of February.

The "Fun Figures Made of Fabric and Thread" art exhibit in the Eula May Edwards Museum and Gallery continues through March 14.

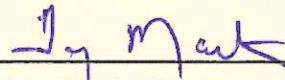
ANNOUNCEMENTS

The next regular Board meeting is scheduled for 8:00 a.m., March 5, 2025, in room 512.

The meeting was adjourned at 8:27 a.m.

ACTION: Leal moved to adjourn the meeting. Bradburn seconded and upon roll call vote the motion carried (3-0).

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved

