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***Rogue Community College District  
Board of Education – June 7, 2016 Special Meeting Minutes***

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1. **Call to Order** – The Special Board meeting of the Rogue Community College (RCC) Board of Education (Board) was called to order by Kevin Talbert at approximately 2:00 p.m., Tuesday, June 7, 2016. The meeting was held at RCC Table Rock Campus, 7800 Pacific Avenue, room 184, White City, OR. Due notice was given.

2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Claudia Sullivan, Kevin Talbert, and Dean Wendle.

Board member(s) absent: Brett Johnson and Tim Johnson

3. **Guests and Public Comment** – Incoming President Dr. Cathy Kemper-Pelle and RCC District employees Peter Angstadt, Kori Ebenhack, Kirk Gibson, Curtis Sommerfeld, Lisa Stanton, Grant Walker and Denise Nelson were in attendance. There was no public comment.

4. **Board Action Item**

**A. Authorization of the Sale (series 2016) and Refunding (series 2005) of General Obligation Bond Funds**

Curtis Sommerfeld, Vice President of College Services/Chief Information Officer and Lisa Stanton, Chief Financial Officer, provided an overview of Resolution No. B78-15/16 (see file), authorizing the issuance, negotiated sale and delivery of General Obligation and Refunding Bonds; designating an authorized representative; delegating the approval and distribution of the preliminary and final official statements; and authorizing execution of a bond purchase agreement and related materials.

A general question and answer period ensued. Vice President Sommerfeld reported the College is working closely with bond counsel on this. He anticipates the bond sale to occur in July, which would make the funds available in August. With 18 entities listed within the State of Oregon to sell bonds, RCC is first on the list. He commented that Lisa Stanton has done a very good job preparing for this process.

Mr. Sommerfeld proposed initiating a “Bond Oversight Committee” consistent with past bond funding. He recommended this Committee to be comprised of the College president, vice presidents, facilities director, and two Board of Education members, specifically to include those members assigned to the Board Facilities Committee.

Discussion occurred regarding priority order of the approved 2016 Bond projects. Dr. Talbert indicated the full Board wants to review this priority list. Mr. Sommerfeld added the Board will be involved in the Request for Proposals (RFP) process and will receive a monthly update during the Board Facilities Committee report at Board meetings.

**9.A.a**

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President Angstadt recommended looking into the possibility of applying for an additional \$8 million in state funding during the next legislative session.

Dr. Talbert recommended the College invest in master planning. President Angstadt advised that six years ago, the College completed a master plan for all campuses and it included elementary designs.

**MAIN MOTION**

Pat Ashley moved, seconded by Ron Fox, the Board adopt Resolution No. B78-15/16 authorizing the sale (series 2016) and refunding (series 2005) of General Obligation Bond Funds as presented.

A roll-call vote was conducted.

Pat Ashley – Yes  
Ron Fox – Yes  
Claudia Sullivan – Yes  
Kevin Talbert – Yes  
Dean Wendle – Yes

**The motion unanimously carried.**

Ron Fox suggested issuing a press release about the taxpayer advantages from the sale and refunding of General Obligation Bond Funds, and also the advantages of being first in line for this process within the State of Oregon.

Lisa Stanton left the meeting at this time.

**4. Board Discussion Item**

**A. Development of the Chief Administrative Officer Transition Plan for Dr. Cathy Kemper-Pelle**

Kevin Talbert indicated the goal of the Board is to provide a smooth transition as President Angstadt retires and Dr. Kemper-Pelle begins her service. Dr. Talbert asked the group to briefly provide their thoughts and ideas regarding the transition. Some of the responses were as follows:

- Remember that transition takes time
- Build relationships with the Executive Team and Board, then expand
- Developing relationships early-on would be beneficial
- Visibility and relationship building are good first steps

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- An extensive training session on interfacing with students would be beneficial
- Build community partnerships with service groups
- Look at how things work internally and develop relationships
- Build relationships with key stakeholders and community leaders

Dr. Talbert asked Cathy Kemper-Pelle to provide her thoughts/ideas on the transition period. Dr. Kemper-Pelle responded with the following:

- It is important to build relationships with the people she works with. It will take time to build trust which is the basis for all other pieces of management.
- Review data, and how it is analyzed and disseminated at the College
- Initiate a “Listening Tour” consisting of weekly, publicized meetings to be held on a regular basis
- Participate in the Bond Oversight Committee
- Thank our major supporters from the bond campaign and meet with businesses that use our services. She would also like to meet with donors/business leaders once per month.

The following items were noted during general discussion:

- The legislative session will begin February 2017 and it will be important for Cathy to be informed on priority topics in preparation of the session.
- The Oregon Community College Association (OCCA) has organized a training session for new presidents as the Oregon community college system has four new presidents. Cathy will be attending.
- OCCA has been working on issues related to data. Kirk Gibson and Curtis Sommerfeld have been involved with this discussion at the state level. They can bring Cathy up to date on this topic.
- Dean Wendle recommended Cathy meet with Board members individually on a rotating basis.
- Kevin Talbert suggested holding a social gathering of the RCC Board and Southern Oregon University Board members and senior management.
- Grant Walker will accompany Cathy on a media tour.

5. **Executive Session** – None

6. **Old Business** – None

7. **New Business** – None

8. **Adjournment** – Dr. Talbert adjourned the meeting at 3:45 p.m.

Meeting minutes submitted by Denise Nelson, Assistant to the President and Board of Education.