Yavapai College District Governing Board
Board Retreat
Approved Minutes of Board Retreat
Monday, January 16, 2018
10:00 AM
Rock House – Prescott Campus
1100 E. Sheldon Street
Prescott, Arizona

Members Present:
Mr. Ray Sigafoos, Chair
Mr. Steve Irwin, Secretary
Dr. Connie Harris, Board Member
Ms. Deb McCasland, Board Member
Dr. Patricia McCarver, Board Member

Administration Present:
Dr. Penelope H. Wills, President
Dr. Ron Liss, Vice President for Instruction and Student Development
Dr. Clint Ewell, Vice President for Finance and Administrative Services
Dr. James Perey, Executive Dean/Campus Executive Officer for Verde Valley Campus and Director of University/Governmental Relations
Mr. Rodney Jenkins, Vice President for Community Relations
Lynne Adams, Board Attorney
Other staff attending are on file in the District Office

1. **CALL TO ORDER - HEADING**
   2. **Call to Order – PROCEDURAL**
      Chair Sigafoos called the Yavapai College District Governing Board meeting to order at 10:00 a.m.
   3. **Welcome to Guests and Staff – PROCEDURAL**
      Chair Sigafoos welcomed all guests and staff.
   4. **Adoption of Agenda – DECISION**
      Member McCarver moved, seconded by Member Harris, to adopt the agenda as written. Motion carried unanimously.
5. **POLICY - HEADING**
   6. **Overview of Yavapai County and Yavapai College - INFORMATION AND/OR DISCUSSION** (refer to handout)
      Dr. Tom Hughes, Director of Institutional Effectiveness and Research, presented the environmental scan to include competition, demographics, and workforce needs.
      Dr. Clint Ewell, Vice President for Finance and Administrative Services, provided an overview of Yavapai County and Yavapai College:
      - Revenues: restricted, unrestricted, property tax rates, and tuition & fees
      - Expenses: benchmarks, scholarships & grants, restricted, debt, and auxiliaries
      - Capital Budget: benchmarks and overview
7. **SHORT RECESS - PROCEDURAL**
   Meeting recessed at 10:58 a.m.; reconvened at 11:10 a.m.
8. **POLICY (CONTINUED – HEADING**
   9. **Overview of Yavapai College Historical Revenues and Expenditures - INFORMATION, DISCUSSION, AND/OR DECISION**
      Dr. Clint Ewell continued with a presentation on the Campus Master Plan Update.
10. **ADJOURNMENT OF BOARD RETREAT - PROCEDURAL**
    Member McCarver moved, seconded by Member Harris, to adjourn the meeting. Motion carried unanimously.
    Board Workshop adjourned at 11:44 p.m.

Respectfully submitted:

_____/S/_____
Ms. Karen Jones, Recording Secretary

Date: February 13, 2018

_____/S/_____
Mr. Ray Sigafoos, Chair

_____/S/_____
Mr. Steve Irwin, Secretary

Board agenda, packet materials, handouts from meeting are on file in the District Office and posted on the College website: www.yc.edu.
The mission of Yavapai College is to provide quality higher learning and cultural resources for the diverse populations of Yavapai County.