

**Yavapai College  
District Governing Board  
Regular Meeting**

**Tuesday, March 31<sup>st</sup>, 2026  
Rock House and Virtually  
1:00 p.m.**

The YouTube channel and Rock House will be open to the public at **12:45 p.m.** at the latest. All individuals attending the meeting in person will be allowed to bring clear bags **ONLY** into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

**Prescott Campus  
Rock House  
1100 E Sheldon Street  
Prescott, AZ 86301**

Livestream Link:

<https://www.youtube.com/user/YavapaiCollege>

Pursuant to Arizona Revised Statutes (A.R.S.) §38-431.02, notice is hereby given to the members of the Yavapai College District Governing Board and to the general public that the Board will hold a public meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda. One or more members of the Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03.A.2, A.3 and A.4, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; or to consult with and instruct its attorneys regarding its position on contracts, litigation or settlement discussions. If indicated on the agenda, the Board may also vote to go into executive session, which will not be open to the public, to discuss specific agenda items.

Persons with a disability may request reasonable accommodation, such as a sign language interpreter or closed captions, by contacting the Executive Assistant at (928)776-2307. Requests should be made as early as possible to allow time to arrange the accommodation.

Please note that the meeting conclusion time is included for planning purposes only and does not necessarily reflect the actual time of the agenda item. When regular board meetings, public hearings (both truth in taxation and budget adoption public hearings) and budget adoption special meetings are scheduled for the same date, each hearing or meeting will begin immediately upon adjournment of the preceding hearing or meeting.

If the agenda includes an Open Call, members of the public will have no more than 3 minutes to speak. The time allotted for each speaker may be less than 3 minutes, depending on the number of individuals wishing to address the board at the meeting and the board president's determination of the total time available for open call at the meeting, given the other matters on the board's agenda. \*In addition, if there are a number of people who wish to speak about the same issue and who have the same viewpoint about that issue, the board president may direct them to appoint a representative or representatives to speak for the entire group. Members of the board may not discuss items that are not specifically identified on the agenda but that are raised in Open Call. Matters raised during Open Call that are on the current board agenda may be discussed and/or decided by the board at the appropriate time on the agenda.

***Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.***

## AGENDA

1. General Functions: Procedural
  - a. Call to Order
  - b. Pledge of Allegiance {Time: 1}
  - c. Adoption of Agenda - **DECISION**
2. Study Session
  - a. Higher Learning Commission Update Presentation – Dr. Lisa Rhine, President, Dr. Tom Bordenkircher, Vice President of Accreditation Relations from the Higher Learning Commission – **INFORMATION AND DISCUSSION** - {Time: 45}
  - b. Board Effectiveness and Open Meeting Law Reminders - Dr. David Borofsky, Executive Director, Arizona Community College Coordinating Council - **INFORMATION AND DISCUSSION** – {Time: 30}
  - c. President’s Report – Dr. Lisa Rhine, President – **INFORMATION** – {Time: 30}
    - i. College Council – Dr. Douglas Berry, Dr. Marylou Mercado and Dr. Janet Nix.
      1. Faculty Senate – Dr. Heather Leavitt, Faculty Senate President  
(Attached)
      2. Staff Association – Ms. Heather Knowls, Staff Association President  
(Attached)
      3. Student Government Association – Victoria Adams, Senator for Online Students and Secretary of the Executive Leadership Team -  
(Attached)
    - ii. Budget to Actual Monthly Report and Cash Reserves Monthly Report, February 2026 (Attached)
  - d. Preliminary Capital Budget and Financing – Dr. Clint Ewell, Chief Operating Officer – **INFORMATION AND DISCUSSION** (Attached) {Time: 30}
  - e. Board Liaisons’ Report – **INFORMATION AND DISCUSSION** {Time: 10}
    - i. Board Spokesperson – Board Chair Deb McCasland
    - ii. Arizona Association of Community College Trustee (AACCT) – Board Chair Deb McCasland
    - iii. Yavapai College Foundation – Board Secretary Steve Bracety
3. Board Business
  - a. District Governing Board Budget for Fiscal Year 2027 – Dr. Clint Ewell, Chief Operating Officer – **INFORMATION, DISCUSSION AND DECISION** (Attached) {Time: 20}

*Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.*

- b. Asset Purchase Agreement Between Nextel West Corp. and Yavapai County Community College District - Sale of Educational Broadband Service License – Mr. Patrick Burns, Information and Technology Chief Officer, and Dr. Clint Ewell, Chief Operating Officer - **INFORMATION, DISCUSSION AND DECISION** *(Attached)* {Time:30}
- c. Consent Agenda – **DECISION** {Time: 15}
  - i. Board Regular Meeting Minutes February 24<sup>th</sup>, 2026 *(Attached)*
  - ii. Board Policy Workshop Meeting Minutes March 4<sup>th</sup>, 2026 *(Attached)*
  - iii. Board Special Meeting Minutes March 11<sup>th</sup>, 2026 *(Attached)*
  - iv. Board Confidential Executive Session Meeting Minutes March 11<sup>th</sup>, 2026
  - v. Receipt of Report on Revenues and Expenditures for February 2026 *(Attached)*
- d. Executive Session
  - i. Pursuant to A.R.S. Section 38-431.03(A)(9), Discussion Regarding the College’s Information Technology Security Plans, Procedures, Assessments, Measures and Systems – Mr. Patrick Burns, Information Technology Chief Information Officer and Mr. Neil McComsey, Information Technology Chief Security Information Officer – **PROCEDURAL** {Time: 30}
  - ii. Reconvene in Public Session – **DECISION** {Time: 5}
- e. Yavapai College District Governing Board Meeting Procedures and Policies– Board Chair Deb McCasland – **INFORMATION, DISCUSSION, AND DECISION** –{Time: 25}
  - i. Consideration of inclusion a Call to the Public
  - ii. Consideration and potential revisions to Board Member discussion time limits
  - iii. Consideration of potential return to in-person Board Meetings with a virtual option
  - iv. Consideration and scheduling of a Board Retreat
  - v. Potential Revision to Board Policy 304 Board Elections and Appointments
- 4. Call to the Public – **INFORMATION ONLY** {Time: 20}
- 5. Request for Future Agenda Items - **INFORMATION, DISCUSSION, AND DECISION** {Time: 10}
- 6. Adjournment of Board Regular Meeting: Procedural – **DECISION** {Time: 1}

*Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.*

# Faculty Association Update

Heather Leavitt, PhD  
Education Faculty  
Faculty Association President  
March 2026



# Officer Team



**Heather Leavitt**  
President



**Bambi Pish-Derr**  
Vice President of  
Internal Affairs



**Megan Hanna**  
Vice President of  
External Affairs



**Philip Reid**  
Treasurer



**Brandelyn Andres**  
Secretary



**Alex Barber**  
Past President

# Current Projects

- Elections are underway for next year's faculty leadership.
- Faculty just finalized our nominations for emeritus faculty.

# Open Education Week

---



# OE Week Student Survey Results

- 47 students responded to a survey during OE week
- 54% of those students said they had previously purchased a textbook for a class and rarely used it
- 43% of those students had previously chosen not to purchase a required textbook due to the cost
- Students who had previously taken a no-cost or low-cost class indicated that they were impacted because they:
  - Saved money
  - Had access to the materials right away
  - Were able to stay on track in class

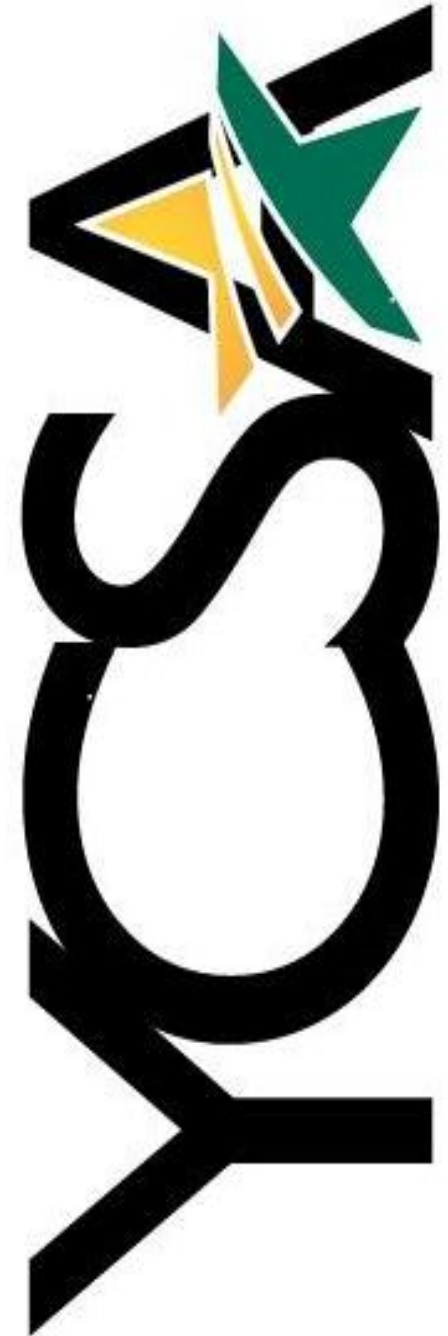
# PTK Arizona Regional Conference





# Chapter Awards

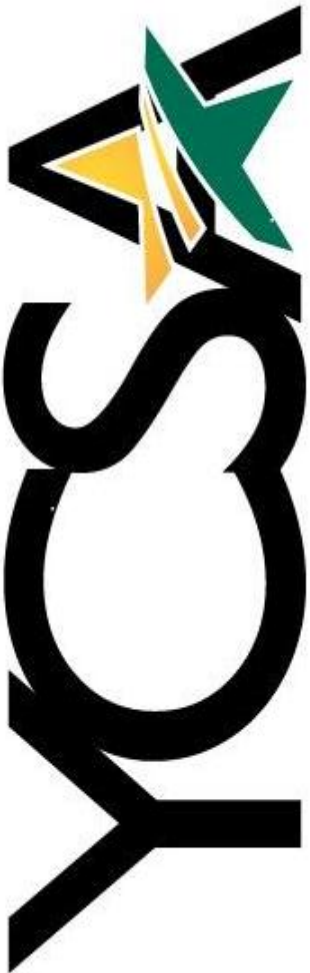
- College Project
- Honors in Action Project
- Distinguished Chapter
- Distinguished Officer Team
- Paragon Advisor – Sara Cooper



YAVAPAI COLLEGE STAFF ASSOCIATION

# AWARD WINNERS





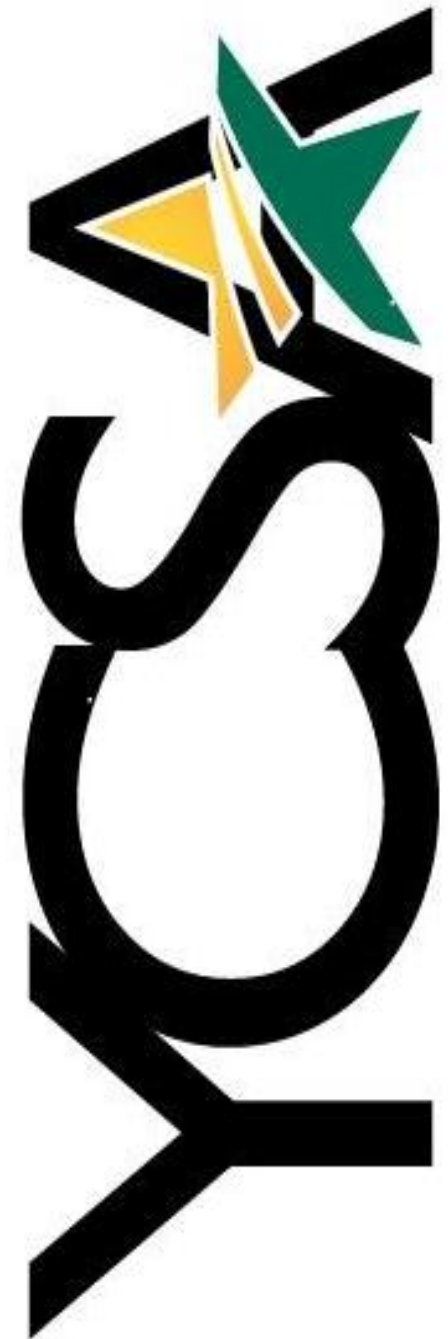
YAVAPAI COLLEGE STAFF ASSOCIATION



# YC Roughrider High Five Award 2026

January 2026 High Five Awards (38)		
Aaron Buchmoyer	Jennifer Buskey	Dr. Jennifer Ritter
Adam Williams	Julie Nearing	Duane Ransom
Alaina Graciano	Kathleen Freed	Emily Corradi
Alex Peralta	Kelsey McCasland	Ginney Bilbray
Amy Fruchter	Lauren Calkins	Honna Moffatt
Aire Boelts	Linda Chalcraft	Jaime Hernandez
Barrett Johnson	<u>MaLinda Wrisk</u>	Jake Dillard
Charlotte Dunnigan	Marnee Zazueta	Sarah Martin
Chase Fuller	Mitchell Lewis	Seth Weidling
Christina Goldsmith	Nick Di Paolo	Shauna Mares
Corey Carlson	Rebecca Serratos	Tariq McMaster
Diana Berra	Rich Peterson	Terri Schroter
Zach Roehr	Zorian Sridis	

February High Fives (59)		
Adam Harrington	James Rider	Dave Scott
Alaina Graciano	Jeni Johnson	Deb Snyder
Angelo Quinonez	Jeremy Poehnert	Det. Sgt. Megyn Felton
Anjanette Temple	Jerry Zaryczny	Donna Calton-Richardson
Ben Naasz	Jonah Fleeger	Doug Berry
Benjamin Norton	Ken Ryder	Doug Harsh
Billy Koch	Laura Bloomenstein	Dr. Brandelyn Andres
Bob Moon	Lindsay Masten	Dr. Michael Carter
Brittney Hollar	Lorie Smith	Eli Humes
Brock Ely	Luke Thesing	Eric Boos
Christine Drake	Marina Rogova O'Brien	Eric Stoff
Christopher Tenney	Marnee Zazueta	Eric Tuthill
Dana Cohn	Marshall Whittaker	Gabriel Villanueva
Dave Oberheim	Matthias Petsche	Gerald Rispin
Heather Scott	Zach Roehr	Jackie Sanders
Megan Crossfield	Richard Kiessel	<u>Sharal Patinathan</u>
Mollie Lucero	Robyn Bryce	Steven Josh Hoover
Nicole Kennedy	Sarah Lange	Susan Walters
Nicole Rossi	Scott Burke	William Vallandigham
Patrick Keeling	Scott Sabo	



YAVAPAI COLLEGE STAFF ASSOCIATION

# *S.A.M. Award*

Fall 2025 Staff Recipient: Gwen Payne



# Student Government Association 2025-2026

---

- ✓ Victoria Adams, SGA Secretary
- ✓ YCSGA Executive Election
- ✓ Connecting with Students



# YCSGA Election

- Voting March 1-23
- 2026/2027 Leadership Team  
Announced on First Week of April



# Know Us With Donuts!



- Thursday, March 12<sup>th</sup>
- SGA Connected with Students



**Thank you!**



# Yavapai College Budget to Actual Status by Fund February 2026

The President's Monthly report below provides a brief financial status of each of the District's five funds as of February 28, 2026.

Source: Monthly Revenue and Expenditure  
Financial Reports

## **General Fund**



As of February 28, 2026, the General Fund has a surplus of \$1,195,000. Tuition is performing slightly ahead at \$14,508,000 or nearly 97% of budget of \$15,000,000 with second 8-week Spring fees still being collected. Expenses are tracking slightly higher than normal but we expect this to normalize in the next month or two with some encumbrances expected to be reduced.

For the fiscal year ended June 30, 2026, the General Fund is projected to be within budget.

## **Restricted Fund**



The Restricted Fund, which accounts for federal, state and private monies, includes expenditures that are restricted to the amount of grants or gifts received and which do not exceed the grant award or gift received. Restricted Funds are primarily driven by federal financial aid which will fluctuate depending on the financial needs of our students.

As of February 28, 2026, the Restricted Fund currently has a surplus of \$2,940,000. This surplus continues to smooth downward. This fund is expected to be within budget for the fiscal year.

## **Unexpended Plant Fund**



As of February 28, 2026, the Unexpended Plant Fund has a deficit of \$4,165,000. This is primarily a timing issue and is driven by \$4,300,000 in encumbered obligations. This deficit continues to smooth downward as the year progresses and as allocated revenues are recognized.

For the fiscal year ended June 30, 2026, the Unexpended Plant Fund is projected to be within budget.

## **Auxiliary Fund**



As of February 28, 2026, the Auxiliary Fund has a deficit of \$513,000.

For the fiscal year ended June 30, 2026, we anticipate the fund to be close to balanced.

## **Debt Service Fund**



The Debt Service Fund accounts for the monies used to pay the interest and principal on the District's long-term bonds and includes the interest earned on the unspent 2024 Revenue Bond debt proceeds. The interest earned on the debt proceeds will be transferred to the Plant fund later in the fiscal year.

Encumbrances on expenses have been realized but the revenue transfers to accounts happen throughout the year, therefore the fund currently reflects a deficit. For the fiscal year ended June 30, 2026, the Debt Service Fund is projected to have a small surplus due to the interest earned on unspent bond proceeds.

## Yavapai College Cash Reserves February 2026

The President's monthly report on cash reserves below displays the District's reserves as of February 28, 2026, in relation to the District Governing Board's (DGB) reserve requirements.

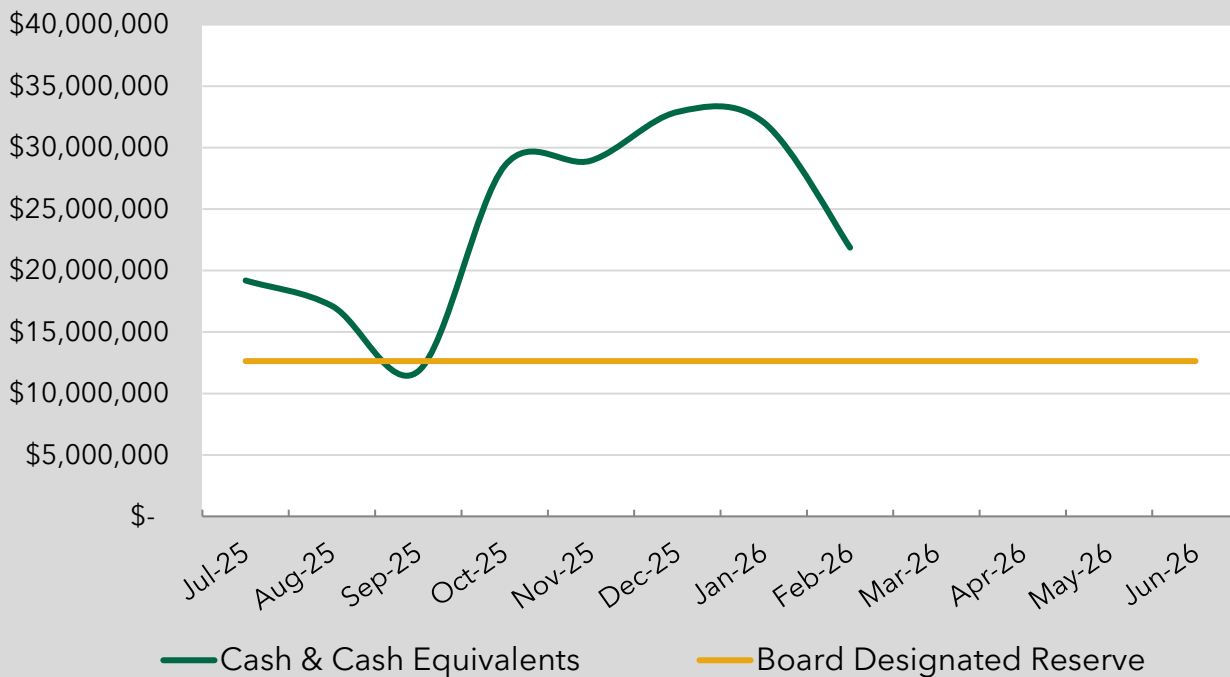
Source: Banner Finance

### **Education & General + Auxiliary Fund Reserve**



Board policy states that Current Fund Reserves shall not drop below seventeen percent (17%) of operating budgets. The Educational & General and Auxiliary Fund Reserves continue to exceed policy requirements.

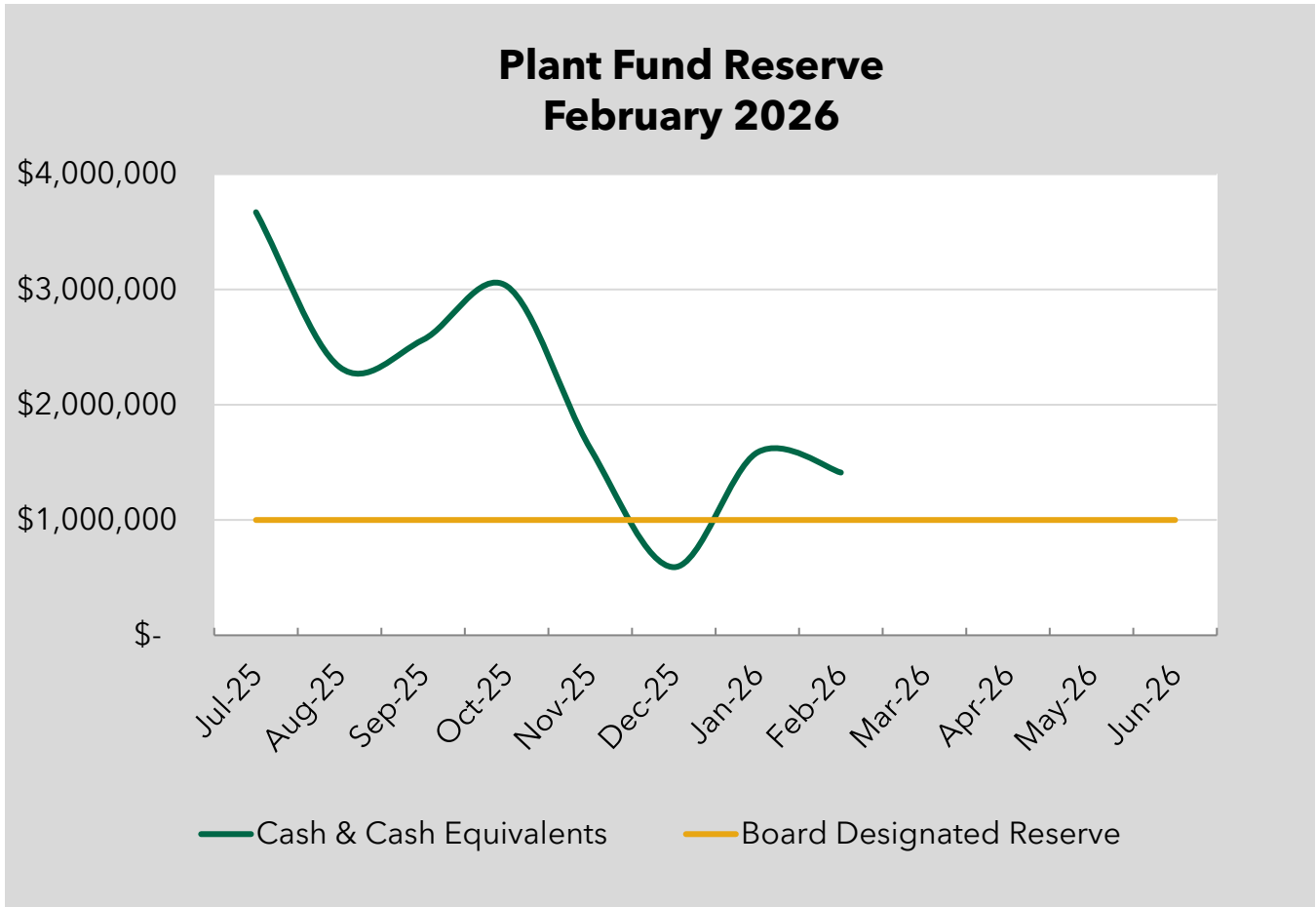
### **Educational & General and Auxiliary Fund Reserve February 2026**



**Plant Fund Reserve**



The Plant Fund Reserve shall not drop below \$1 million. The Plant Fund Reserves continues to exceed policy requirements.



# Yavapai College Capital Budget

Prepared for DGB

March, 2026



# Agenda

- Benchmarking
- YC Context
- Facilities Master Plan
- FY26 Capital Improvement Plan Updates
- FY27 Capital Budget Preview
  - Capital Improvement Plan
  - Planned Maintenance
  - Equipment Replacement Plan



# The State of Facilities in Higher Education

12<sup>TH</sup> EDITION



## Benchmarking

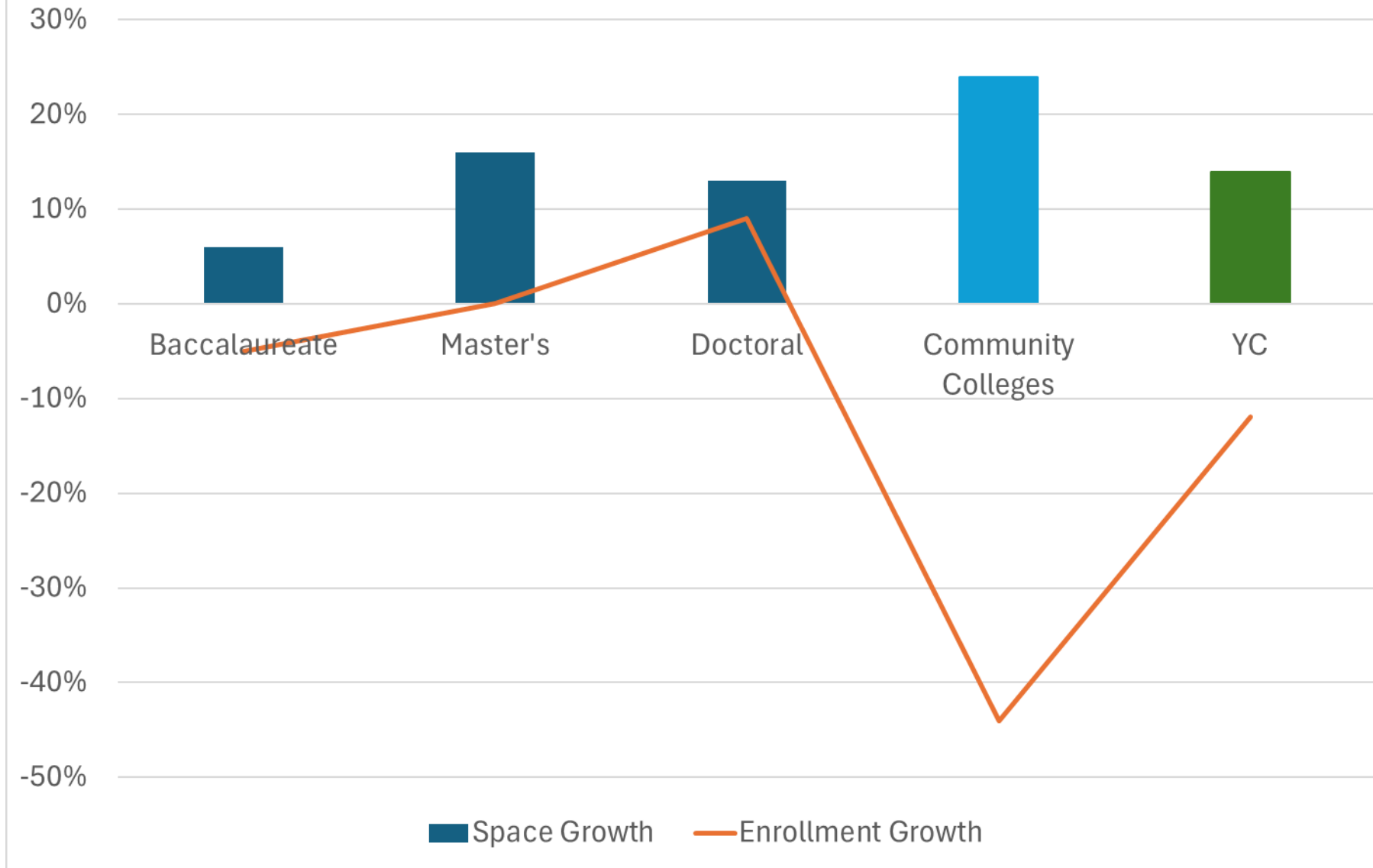
# Executive Summary of Key Trends

- Enrollment cliff
- Cautious strategic investments in new facilities:  
most schools replace not expand
- Most schools not able to make needed reinvestments
  - 32% short of need or \$140/ gsf

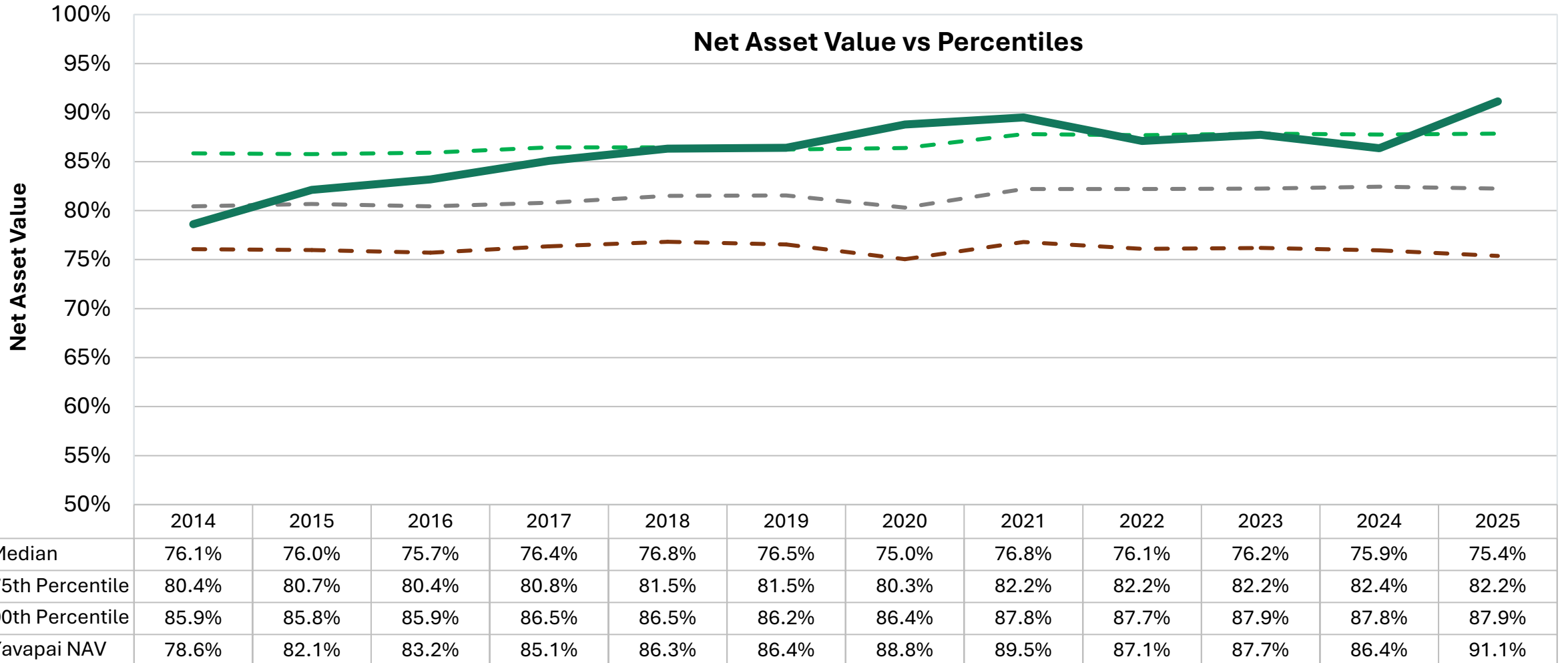


# Growth

Fiscal Year 2010 - Fiscal Year 2024



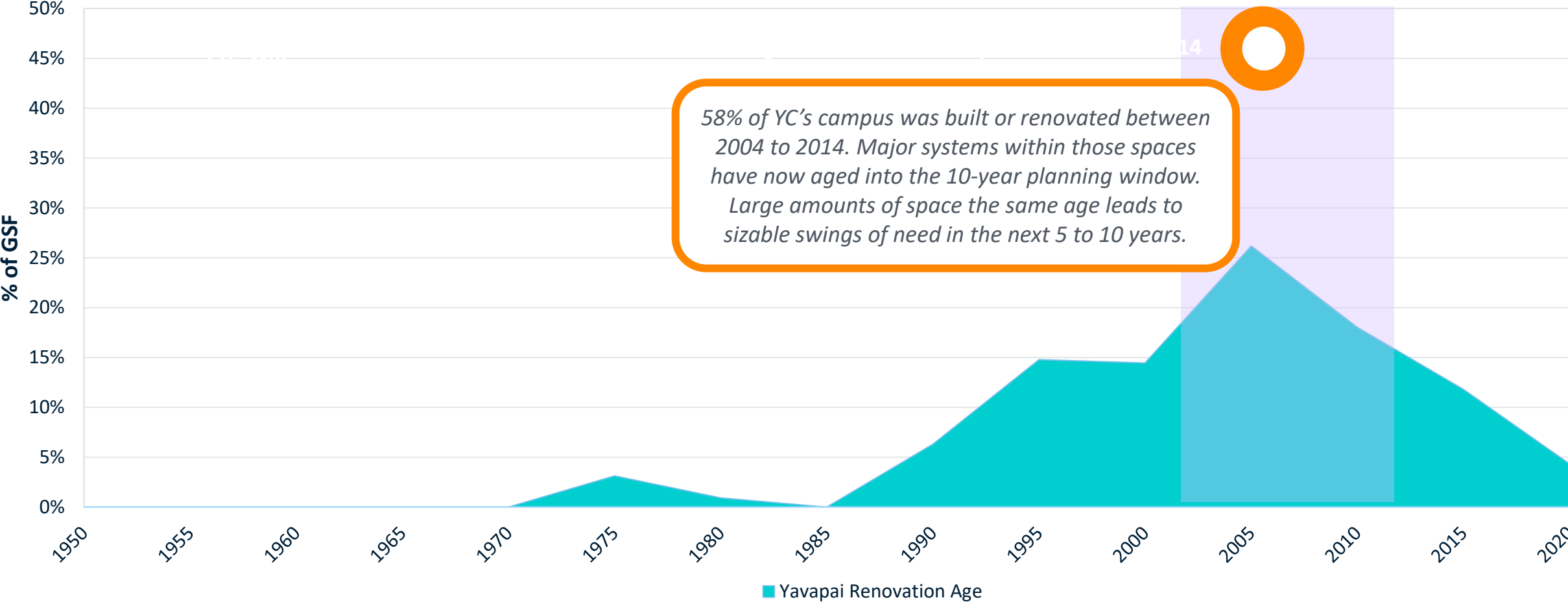
# Yavapai outperforms the broader database as well as their peers



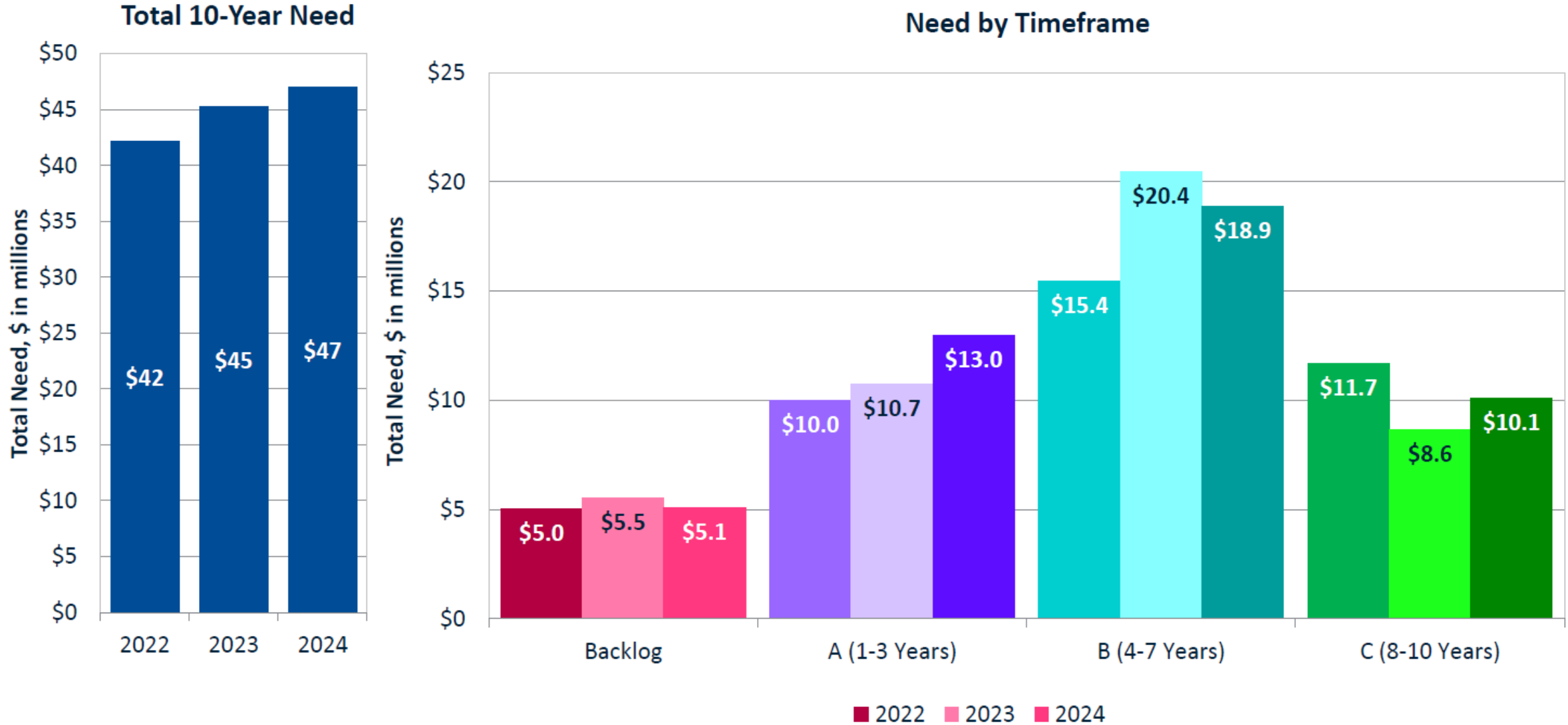
# Future Need Driven By Age Profile

Past renovations are now reaching their next life-cycles

Campus GSF by Year



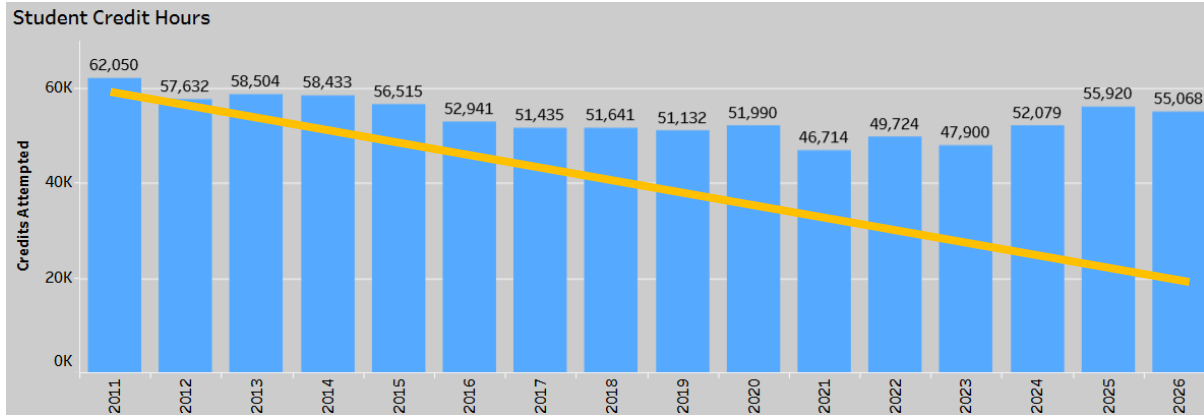
# Total 10-Year Need by Timeframe



■ 2022 ■ 2023 ■ 2024

# YC Context

## Enrollments & Building Utilization



- 11% shrink in enrollments since peak

- There is a positive correlation between Unemployment and CC Enrollment

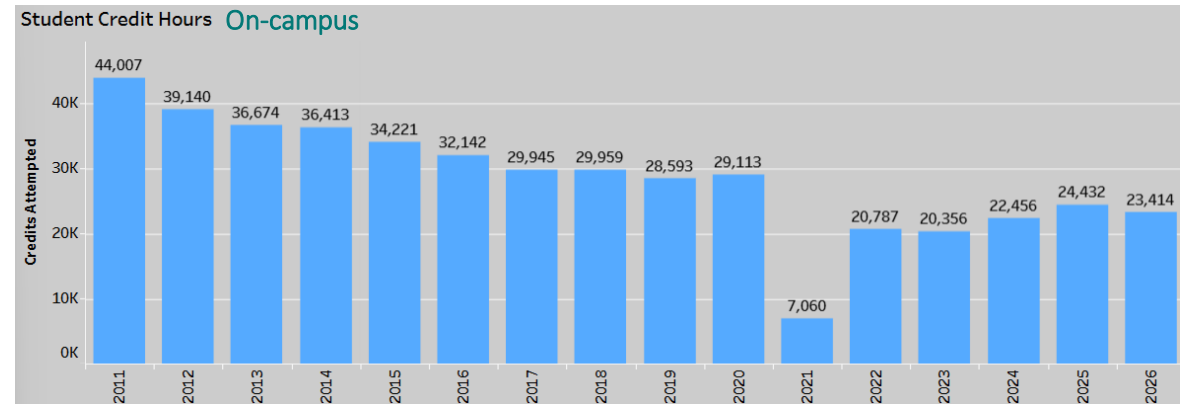
- Nationally, Community Colleges down 45% from FY11-FY24

- 47% shrink in on-campus enrollments

- Low classroom & la utilization
- Low seat fill rate

- Change in *how* students access YC classes

- Online
- High Schools



---

Yavapai College  
Facilities  
Master Plan

September, 2022

# Purpose & Characteristics

---

- Tool to align physical Facilities with Strategic Plan
- Establishes priorities for Capital Improvement Plan
- Data-informed
- Flexible: intended to be updated

# Facilities Master Plan Strategy



- “...ensure brick and mortar facilities add value to the students they serve, not just costs.”
- Create spaces that are hard to replicate online and to differentiate YC and create competitive advantage
  - More Career Technical Education (i.e.Labs)
  - More Technology
  - New model
    - Old: College = Classrooms
    - New: College = Learning Ecosystem
      - = Academic + Belonging + Whole Person + Economic Development

# FY2022-23 Facilities Master Plan Status

## Priority Projects by FY30

	Project	Location	Target Year	Status
1A	Early College Academy	P		Complete
1B	Early College Academy	VV		Complete
2	Renovate Learning Center	P	FY29	Hold
3A	Housing	VV	FY24	RV Park
		VV	FY25	Target Completion 8/1/27
3B		CV	FY25	Target Completion 8/1/26
3C		P	FY24	Bldg 34 Complete
3D		Pines	FY25	Target Completion 10/1/26 Contingency
4	Health Science Center	PV	FY29	Designed in FY24 to Fundraise, added 3 programs
5A	Electric Vehicle	CTEC	FY28	Waiting on industry standards and demand
5B	Electric Vehicle	VV	FY28	Waiting on industry standards and demand
6	REDC Move	PV		Complete
7A	Commercial Driver Training	Chino	FY23	Complete Contingency
7B	Commercial Driver Training	VV		cancelled- State only allowed Chino test site Cancelled- created lab to offer classes instead.
8	Fermentation	VV		Wage/ demand do not merit expansion
9A	Center for Learning & Innovation	VV	FY23	Complete Contingency
9B	Center for Learning & Innovation	P	FY24	Complete Contingency
10	Acoustic Improvements	S	FY28	Hold
11	Move ITS into 1	P		updated existing space with Planned Maint.

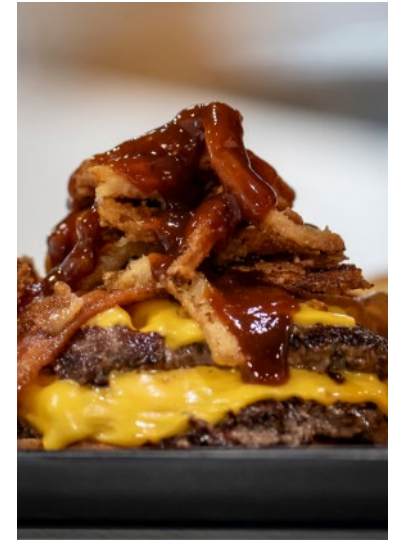
# FY26 Capital Improvement Plan Highlights

## Center for Learning & Innovation Prescott



# FY26 Capital Improvement Plan Highlights

## The Eatery



# FY26 Capital Improvement Plan Highlights

## Workforce & Student Housing

- **Apartment-Style Completed**

- Chino Center
  - 16 RV Spots
- Prescott Campus
  - 1 House
- Prescott Pines
  - 11 Houses
  - 89 Student Beds
  - 10 RV Spots
- Verde Valley Campus
  - 5 RV Spots
  - 4 Travel Trailers

- Chino Center
  - 6 Tiny Homes
  - 1 Travel Trailer
- Verde Campus
  - 5 Tiny Homes
  - 24 Student Beds
- 12 Workforce Houses
- 11 Tiny Homes
- 31 RV Spots (5 Travel Trailers)
- 113 Student Beds

# Housing Updates

## Verde Valley Campus



# Housing

## Prescott Campus & Prescott Pines



- 11 Complete
- 10 complete
- 89 Beds Complete



# Housing

## Chino Valley Center



- Field: Complete
- Shade Structure, Plants & Community Room by 8/1

# FY26 Capital Improvement Plan Highlights

## Yavapai Works



**yavapai works**  
at Yavapai College

FOR CAREERS | FOR BUSINESSES | FOR OUR COMMUNITY

Yavapai Works unites education, training, and employment services to strengthen our local economy and open doors of opportunity for every resident. **Connecting job seekers, entrepreneurs, and employers with the tools you need to thrive.**

Yavapai Works Hotline: (928) 776-2038

[Adult Basic Education \(ABE\)](#)

[American Job Center](#)

[Regional Economic Development Center](#)

[Small Business Development Center](#)

**Our mission:** create pathways to living-wage careers, support local industries, and build a resilient, diverse economy right here in Yavapai County.

# Plant Fund Budget

## Major Components

---

- Debt
- “Fixed” Capital
  - Planned Maintenance
  - Unplanned Maintenance
  - Equipment Replacement Plan
  - Furniture, Fixtures & Equipment
  - Contingency
- Variable Capital
  - Capital Improvement Plan (CIP)
  - CIP Contingency



# DRAFT Capital Improvement Plan

**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT  
(YAVAPAI COLLEGE)  
BUDGET FOR FY2023-2024  
FIVE-YEAR CAPITAL IMPROVEMENT PLAN**

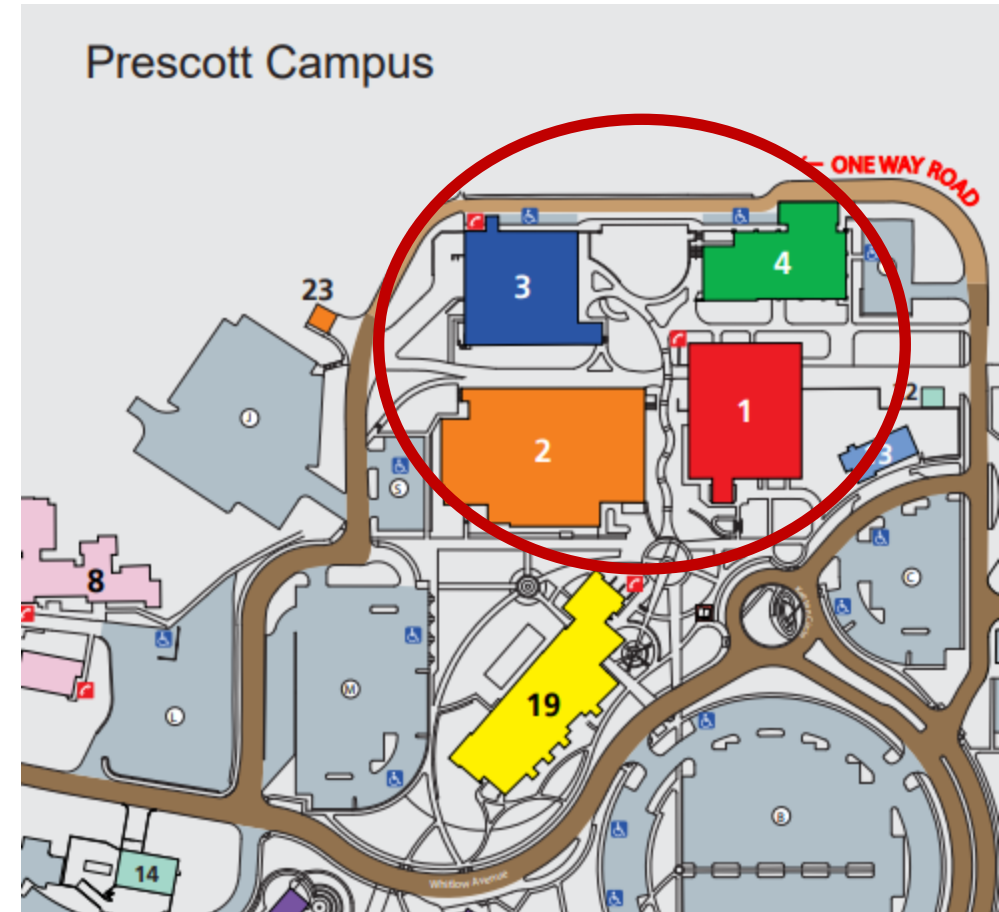
DRAFT

<b>Capital Improvement Plan Projects -</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>FY 2028-29</b>	<b>FY 2029-30</b>	<b>FY2030-31</b>
Community Room (P)	\$ 250,000				
Health Science Center (PV)	\$ -	\$ -	\$ 4,465,000	\$ 17,860,000	\$ 17,860,000
Electric Vehicle Maintenance (CTEC)	\$ -	\$ 177,650	\$ 621,775	\$ 88,825	
Workforce Housing	\$ 399,000	\$ -			
Acoustical/ Tech Upgrades (Sedona)	\$ -	\$ 265,100			
Campus Signage/Marquees (VV)	\$ 450,000	\$ -			
Learning Center (P)	\$ -	\$ -	\$ 308,940	\$ 1,081,290	\$ 154,470
Bldg 3 Student Union (P)	\$ 1,292,000				
Contingency	\$ 119,550	\$ 23,303	\$ 283,985	\$ 1,001,585	\$ 948,130
Transfer Expenses to Restricted Fund - STEM	\$ -	\$ (177,650)	\$ (621,775)	\$ (88,825)	\$ -
Transfer Expenses to Restricted Fund - Prop. 207	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Projects</b>	<b>\$ 2,510,550</b>	<b>\$ 288,403</b>	<b>\$ 5,057,925</b>	<b>\$ 19,942,875</b>	<b>\$ 18,962,600</b>
<b>Revenue Sources</b>					
Grants and Donations	\$ -	\$ -	\$ 4,700,000	\$ 18,800,000	\$ 18,800,000
Revenue Bond Proceeds	\$ -	\$ -	\$ -		
Capital Project Accumulation Account	\$ 2,510,550	\$ 288,403	\$ 357,925	\$ 1,142,875	\$ 162,600
<b>Total Revenues</b>	<b>\$ 2,510,550</b>	<b>\$ 288,403</b>	<b>\$ 5,057,925</b>	<b>\$ 19,942,875</b>	<b>\$ 18,962,600</b>
<b>Excess/(Needed Capital)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Green = Continuing Projects Approved in prior years.  
Red = Projects to be Approved this year  
Black = Future Projects*

# Draft Planned Maintenance

- Normal Budget
  - FY27 \$4.6M
  - FY28 \$4.7M
- Planning for \$7M/ year
  - low CIP in FY27 & FY28
  - Building Life Cycle



# Draft Planned Maintenance

Location	Projects 2026-2027	Estimated Cost
Prescott -2	Replace RTU's feeding gymnasium	420,000
Prescott -2	Replace Interior HVAC - VAVs + FC's + Controls	700,000
Prescott -2	Replace drop Ceiling - Lower level	40,000
Prescott -2	Replace AHU's	700,000
Prescott -2	Replace MAU and AHU feeding pool	250,000
Prescott -2	Replace Exhaust Fans (12)	175,000
Prescott -2	Renovate locker rooms	500,000
Prescott -2	Pool room improvements	100,000
Prescott -2	Renovate gymnasium restrooms	300,000
Prescott -8	Replace Sidewalk + repair railing	60,000
Prescott -8	Renovate top floor - HVAC, Paint, Carpet	1,000,000
Prescott -8	Add Boiler System	300,000
Prescott -10	Add Boiler System	300,000

Location	Projects 2026-2027	Estimated Cost
Prescott -15	Stairs, Metal and Concrete exterior	100,000
Prescott -16	Reseal Brick / Paint	250,000
Prescott -17	Replace Concrete	150,000
Prescott -19	Data Room Mini splits - Replace CRAC	100,000
Prescott -28	Replace drop ceilings	30,000
Prescott -29	Replace Sidewalk	50,000
Prescott -29	Replace roofing	50,000
Prescott -30	Replace Stairs + concrete sidewalk + new railing	50,000
Prescott -32	New Railing	30,000
Prescott - Campus wide	Repaint Curbs + restripe + crack fill	200,000
Prescott - Lot J	Resurface Parking Lot J - address stamped walkway	500,000
CTEC -70	Replace MAU 1 + Pkg Units	250,000
Chino -57	Replace MAU	200,000
Verde -M	Paint Bridge, Stairs, Railing	40,000
Verde -H	Paint exterior	70,000
Verde - Campus wide	Crack fill + Restripe	150,000

# Draft Equipment Replacement Plan

- Budget \$2.3M
  - CRLA \$0k
  - FAS \$1,240k
  - President \$135k
  - Provost \$200k
  - WDHS \$630k 207  
\$110k Perkins

DRAFT

# Questions & Discussion



# FY27 DGB Budget Historical & FY27 Projected

011031-District Governing Board Expense Type	FY2022-23		FY2023-24		FY2024-25		FY2025-26 (as of 3-23-26)					FY2026-27 Proposed
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Encumb.	Estimated	Total	Budget
Admin Support Salaries & Benefits	\$ 91,171	\$ 77,895	\$ 95,945	\$ 108,269	\$ 114,334	\$ 111,781	\$ 116,263	\$ 82,306	\$ 26,289	\$ 7,579	\$ 116,174	\$ 119,973
Direct Expense (less Capital) Pool	-	-	-	-	-	-	-	-	-	-	-	-
Legal Services	50,000	55,030	50,000	64,669	55,000	75,604	68,250	42,146	37,503	-	79,649	68,250
Consulting Services	10,000	-	10,000	-	8,000	-	8,000	-	-	-	-	8,000
Professional Services - Other	-	442	-	217	500	14	500	3,351	-	-	3,351	500
Advertising & Printing	5,000	652	5,000	2,882	3,000	895	3,000	314	-	100	414	3,000
Contractual Services - Other	7,000	-	7,000	565	44,000	55,046	4,000	-	-	-	-	4,000
Contractual Services - Election Costs	40,000	-	40,000	-	40,000	-	-	-	-	-	-	80,000
Supplies - General	6,700	260	6,700	2,695	3,000	1,111	3,000	739	-	300	1,039	3,000
Supplies - Software/Computer/Phone/Tech	-	830	-	737	1,000	520	1,000	280	-	100	395	1,000
Supplies - Food/Other	5,000	4,912	5,000	4,871	7,000	7,000	7,000	-	-	-	-	5,000
Books & Postage	500	380	500	393	500	912	500	77	-	-	108	500
Rent - Buildings	-	-	-	-	-	-	-	-	-	-	-	-
Memberships & Dues - Individual	-	-	-	-	-	-	-	-	-	-	-	-
Memberships & Dues - Instit'l	7,000	3,000	7,000	-	4,000	23	4,000	-	-	-	-	4,000
Fees - Filings & Permits	-	-	-	-	-	-	-	-	-	-	-	-
Internet Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-
Travel - In State	800	2,475	800	1,017	2,000	1,013	2,000	-	-	-	-	2,000
Travel-In State Training/Conference	-	676	-	333	500	-	500	703	-	-	703	500
Travel - Out Of State	20,000	21,138	20,000	1,828	20,000	-	20,000	5,428	-	-	5,428	14,000
Travel-OutofState-Traing/Conference	3,000	790	3,000	25,489	3,000	20,399	3,000	5,714	-	-	5,714	3,000
Conference/Train'g Registration Fee	12,000	6,780	12,000	18,212	16,000	3,347	16,000	2,055	-	-	2,055	11,000
<b>Subtotal Direct Expense</b>	-	<b>97,364</b>	-	<b>123,910</b>	-	<b>165,884</b>	-	<b>60,806</b>	<b>37,503</b>	<b>500</b>	<b>98,856</b>	<b>207,750</b>
<b>Total Direct (non-labor) Expense</b>	167,000	97,364	167,000	123,910	206,500	165,884	140,750	60,806	37,503	500	98,856	207,750
<b>Total Expenses - All</b>	\$ 258,171	\$ 175,259	\$ 262,945	\$ 232,178	\$ 320,834	\$ 277,665	\$ 257,013	\$ 143,113	\$ 63,793	\$ 8,079	\$ 215,030	\$ 327,723
<b>Budget Surplus / (Deficit)</b>		\$ 82,911		\$ 30,766		\$ 43,168				Projected:	\$ 41,983	27.5%



# Sale of Educational Broadband Service (EBS) License



# What is EBS Spectrum

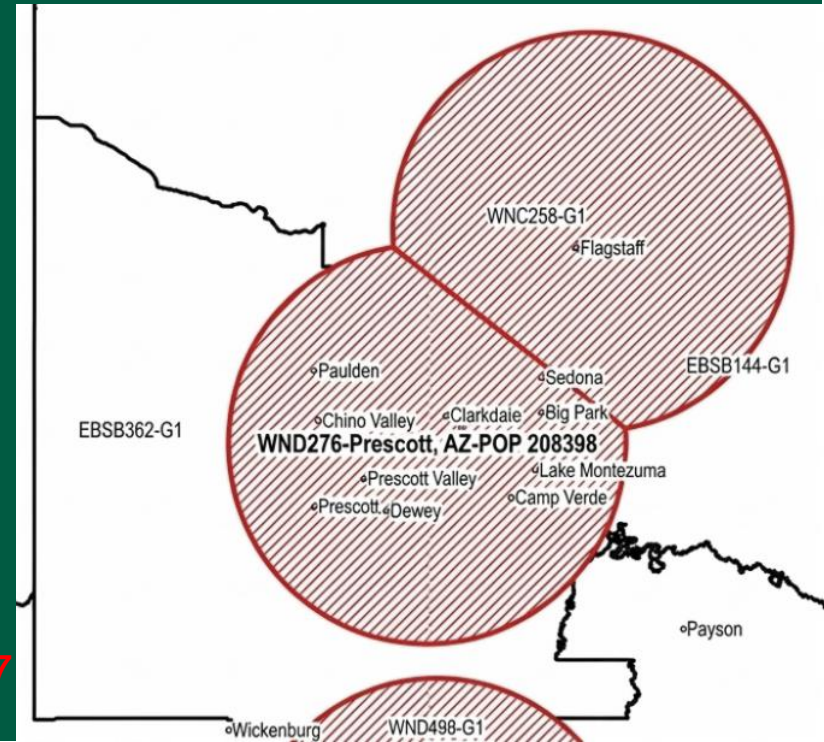
- EBS licenses, formerly known as Instructional Television Fixed Service (ITFS) licenses, were licensed to educational organizations by the Federal Communications Commission (FCC) for instruction via television.
- Due to expense and logistics, many organizations never used their licenses.

# EBS Spectrum History

- 1983 - FCC allows leasing
- 2004 - 3G prompted usage changes
- 2010 – Substantial service requirement
- 2019 – Changes for 5G in the 2.5 GHz Band
- Today - ~95% of EBS spectrum is used by commercial providers

# YC EBS History

- 1998 - License WND276 acquired by YC
  - 10-year term
  - Need to build by 1999
- 2008-2010
  - FCC sends term notice
  - YC files for extension, waiver
  - FCC grants renewal until 2018
  - RFP released for lease
  - Clearwire awarded lease



# Clearwire Lease

- 30-year lease began in 2010
- \$25,000 Initial payment
- Monthly scaled payments – 3% annual escalator
  - Year 1 - \$800
- \$10,000 Payment May 2025
- 20 hotspots allocated

# Lease Income

- Projected Net Present Value of remaining payments \$182k

# T-Mobile Proposal

- Transfer of license to T-Mobile for one-time payment of \$928k

# Why should we proceed with the sale?

- T-Mobile owns rights to 2040
- Peak demand now as 2.5 GHz is the gold standard for 5G
- FCC may open mid-band spectrum for 6G, which could dilute the value of 2.5 GHz by 2030
- 6G may become so efficient in utilizing other bands that the value of our license decreases significantly
- FCC may change rules at any time

# Questions, Discussion, & Request for Approval

**Yavapai College**  
District Governing Board  
**Budget Workshop and Regular Meeting**

**Tuesday, February 24<sup>th</sup>, 2026**  
**Virtually Only**  
**9:00 a.m.**

The YouTube channel will be open to the public at **8:45 a.m.** at the latest.

Livestream Link:

<https://www.youtube.com/user/YavapaiCollege>

**Members Present**

Ms. Deb McCasland, Board Chair  
Mr. Steve Bracety, Board Secretary  
Mr. William Kiel, Board Member  
Mr. Patrick Kuykendall, Board Member  
Mr. Toby Payne, Board Member

**Administration Present**

Dr. Lisa Rhine, President  
Ms. Yvonne Sandoval, Executive Assistant  
Ms. Sarah Lawson, Board Attorney  
Ms. Kimberly Whitman, Board Secretary

Board Meeting was virtual only, all Board Members and administration appeared virtually.

**AGENDA**

1. General Functions: Procedural
  - a. Call to Order

**This agenda item begins at 09:04:44**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=380.600304>

The meeting was called to order by Board Chair McCasland at 9:04am.

- b. Pledge of Allegiance {Time: 1}

**This agenda item begins at 09:04:45**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=388.570131>

The Pledge of Allegiance was led by Board Secretary Bracety.

- c. Board Meeting Procedure –Board Chair Deb McCasland– **INFORMATION** -  
{Time: 5}

This agenda item begins at 09:05:26

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=429.553147>

Board Chair McCasland provided a general overview of the procedures and expectations for the meeting. It was requested that speakers not be interrupted during presentations, and 5 minutes would be provided for each Board Member at the end of presentations for questions. A 30-minute lunch break would be provided, and the agenda would resume after lunch. It was stated that the Board would move to agenda item 3, Board Business, after lunch to accommodate Board Secretary Bracety's schedule.

2. Study Session

- a. Yavapai College District Governing Board Member Duties and Responsibilities – Board Chair McCasland – **INFORMATION AND DISCUSSION** {Time: 30}

This agenda item begins at 09:07:50

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=572.876576>

Board Chair McCasland read Policy 101: College Priorities to the District Governing Board while providing explanation of why the Board operates the way it does. Board Chair McCasland then read a letter that was published in the ACCT Quarterly Magazine. The Board then participated in discussion related to Board process and policy.

- b. Overview of Arizona Economy – Dr. George W. Hammond, Director of the Economic and Business Research Center – Eller College of Management at The University of Arizona - **INFORMATION AND DISCUSSION** {Time: 45}  
(Attached)

This agenda item begins at 09:22:56

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=1479.13699>

Dr. George W. Hammond provided a presentation to the Board regarding Arizona's current economic performance and outlook. Job growth, inflation, housing, economic growth and recession risk related to the Arizona counties or Metropolitan Statistical Areas were discussed.

The Board took a 3-minute break after the presentation and returned to the agenda as scheduled.

- c. High-Tech Sector Impact on Arizona Economy – Mr. Vincent Redgrave, Executive Director of Economic Development and Mr. John Morgan, Dean of Skilled Trades and Workforce Development – **INFORMATION AND DISCUSSION** {Time: 15} (Attached)

This agenda item begins at 10:22:57

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=5080.720241>

Mr. Vincent Redgrave and Mr. John Morgan provided a presentation to the Board regarding the Arizona economy, specifically the High-Tech Sector and its impact on the state. Population increase, job creation, and company expansion were discussed in relation to Yavapai College and the County. Mr. Morgan and Mr. Redgrave also presented on the certifications Yavapai College is creating to meet the job needs in the High-Tech Sector.

- d. Yavapai College Strategic Plan Initiatives and Process- Dr. Rhine, President, Dr. Lauri Dreher, Associate Dean of Articulation and Transfer, and Ms. Ivonne Zuniga, Director of Strategic Initiatives and Special Projects – **INFORMATION AND DISCUSSION** – {Time: 60} (*Attached*)

**This agenda item begins at 10:51:00**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2ace&start=6763.739424>

Dr. Lisa Rhine, Dr. Lauri Dreher and Ms. Ivonne Zuniga presented to the Board. Dr. Dreher gave a description of Yavapai College’s Strategic Planning Process and played a podcast for the Board. The podcast centered on key themes, data and findings related to the Strategic Plan. Dr. Dreher then continued to detail the framework and planning process used for the Strategic Plan. Ms. Zuniga provided a description of the Strategic Planning Timeline. The timeline spanned September 2025 – January 2026. Dr. Rhine provided a presentation on the 9 Strategic Planning Initiatives.

The District Governing Board took a lunch break from 11:50am to 12:20pm. The District Governing Board decided to take agenda items out of order and started with item 3, Board Business after lunch.

3. Board Business

- d. Delegation of Authority to College President and/or Executive Assistant to the President and District Governing Board to accept the service of process pursuant to Arizona Rule of Civil Procedure 4.1(h) – Atty. Lynne Adams – Board Attorney – **INFORMATION, DISCUSSION AND DECISION** {Time: 10}

**This agenda item begins at 12:21:57**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2ace&start=12219.904981>

Attorney Sarah Lawson presented on the option to allow the College President and/or Executive Assistant to the President and District Governing Board to accept service of process pursuant to Arizona Rule of Civil Procedure 4.1(h). Attorney Lawson explained the rule and the reason for the delegation. Discussion between the Board was held after.

**Board Chair McCasland moved, seconded by member Kuykendall, to delegate authority to the College President and/or the Executive Assistant to the District Governing Board to accept service of process for the College. The motion passed with a 4 to 1 vote (Ayes: McCasland, Bracety, Kuykendall, Payne; Nays: Kiel).**

- e. Yavapai College District Governing Policies – Board Chair McCasland – **INFORMATION, DISCUSSION AND DECISION** {Time: 20}
  - 1. Proposed Changes to Policy 308 Board Planning and Agenda
  - 2. Proposed Changes to Policy 310 Code of Conduct and Ethics

**This agenda item begins at 12:32:22**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2ace&start=12844.701728>

Board Policies 308 and 310 were discussed by the District Governing Board. All board members participated in discussion. Discussion can be viewed at the link above.

**Board Chair McCasland moved to accept the proposed amendments on Board Policy 308. No Board Member seconded the motion. The motion died.**

**Board Member Kiel moved, seconded by Board Member Payne, to table discussion of Board Policies 308 and 310 until March 4<sup>th</sup>, 2026, with instructions that they be considered at a live, in-person meeting without pre-established time limits on board member debate and that each Board Member may submit proposed draft language for policies 308 and 310 for inclusion in the board agenda materials that will be provided prior to the meeting. The motion passed with a 4 to 1 vote. (Ayes: Kiel, Payne, Bracety and Kuykendall; Nays: McCasland).**

**Board Secretary Bracety moved, seconded by Kuykendall, to discuss policy 310 on March 4<sup>th</sup> but to approve the proposed highlighted changes for policy 310 today. The motion passed with a 3 to 2 vote (Ayes: McCasland, Bracety and McCasland; Nays: Kiel and Payne).**

- f. Consent Agenda – **DECISION** {Time: 15}
  - i. Board Regular Meeting Minutes January 14<sup>th</sup>, 2026 (*Attached*)
  - ii. Board Executive Session Confidential Minutes January 14<sup>th</sup>, 2026
  - iii. Yavapai College Full-Time Sabbatical for Brandelyn Andres (*Attached*)
  - iv. Yavapai College Full-Time Sabbatical for Robert Smith (*Attached*)
  - v. Receipt of Reports on Revenues and Expenditures for January 2026 (*Attached*)

**This agenda item begins at 13:26:05**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=16068.344675>

**Board Member Kuykendall moved, seconded by Board Member Payne, to accept the consent agenda from January 2026 in full. The motion passed unanimously (Ayes: McCasland, Bracety, Kiel, Kuykendall, and Payne).**

After completing Item 3, the Board returned to discussion of Item 2(e) and (f).

- 2. Study Session
  - e. Yavapai College Finances – Dr. Clint Ewell, Chief Operating Officer - **INFORMATION AND DISCUSSION** {Time: 60} (*Attached*)

**This agenda item begins at 13:28:15**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=16198.634949>

Dr. Ewell provided a presentation of Yavapai College's current finances to the Board. Dr. Ewell explained how the presentations provided today would combine into his budget presentation and future presentations. Dr. Ewell's presentation and discussion related to the presentation can be viewed at the link above.

The Board took a 3-minute break after the presentation and returned to the agenda as scheduled.

- f. President's Report – Dr. Lisa Rhine, President – **INFORMATION** – {Time: 60}
  - i. College Council – Dr. Douglas Berry, Dr. Marylou Mercado and Dr. Janet Nix.
    - 1. Faculty Senate – Dr. Heather Leavitt, Faculty Senate President  
(Attached)

**This agenda item begins at 14:38:48**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=20430.792259>

Dr Rhine introduced Mr. Jack Smith to the Board prior to Dr. Leavitt's presentation. Dr Leavitt then gave an update on the Faculty Senate to the Board.

- 2. Staff Association – Ms. Heather Knowls, Staff Association President  
(Attached)

**This agenda item begins at 14:43:41**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=20724.084763>

Dr. Nix introduced Ms. Heather Knowls as the new Staff Association President. Ms. Knowls introduced herself and provided an update on the Staff Association to the Board.

- 3. Student Government Association – Ms. Talia Yazzie, Student Government President (Attached)

**This agenda item begins at 14:47:26**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=20949.305441>

Ms. Tania Sheldahl introduced Ms. Talia Yazzie on behalf of Dr. Doug Berry. Ms. Yazzie then provided an update on the Student Government Association to the Board.

- ii. 2025-2026 Yavapai College Continuous Status Faculty Presentation – Dr. Douglas Berry, Provost and Vice President of Student Affairs and Dr. Marylou Mercado, Vice President of Workforce and Health Sciences  
(Attached)

**This agenda item begins at 14:54:21**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=21364.145733>

Dr. Rhine introduced Dr. Mercado, who provided a presentation on the Continuous Status Faculty members at the College. Dr. Mercado presented 9 faculty members to the Board in the presentation.

- iii. Budget to Actual Monthly Reports and Cash Reserves Monthly Reports – January 2026 (Attached)

**This agenda item begins at 15:02:42**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2aee&start=21865.095495>

Dr. Rhine informed the Board that the financial reports were available in their Board packets.

4. Adjournment of Board Budget Workshop and Regular Meeting: Procedural – **DECISION**  
{Time: 1}

This agenda item begins at 15:03:00

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=af3ae7c7-fac8-4c5f-859b-b3fb016e2ace&start=21882.735553>

Board Member Kiel moved, seconded by Board Chair McCasland, to adjourn the Board Budget Workshop and Regular Meeting at 3:06 pm. This motion passed unanimously (Ayes: Kiel, Kuykendall, McCasland, Bracety and Payne.)

Respectfully submitted,

---

Kimberly Whitman, Recording Secretary

---

Date

---

Mrs. Deb McCasland, Board Chair

---

Mr. Steve Bracety, Board Secretary

**Yavapai College**  
District Governing Board  
**Board Workshop**

**Wednesday, March 4, 2026**  
**Rock House and Virtual**  
**9:00 a.m.**

The YouTube channel and Rock House will be open to the public at **8:45 a.m.**, at the latest. All individuals attending the meeting in person will be allowed to bring clear bags **ONLY** into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Livestream Link:

<https://www.youtube.com/user/YavapaiCollege>

**Members Present**

Ms. Deb McCasland, Board Chair (participated via Zoom)  
Mr. Steve Bracety, Board Secretary  
Mr. William Kiel, Board Member  
Mr. Patrick Kuykendall, Board Member  
Mr. Toby Payne, Board Member

**Administration Present**

Dr. Lisa Rhine, President (participated via Zoom)  
Ms. Yvonne Sandoval, Executive Assistant (participated via Zoom)  
Ms. Sarah Lawson, Board Attorney  
Ms. Kimberly Whitman, Board Secretary

**AGENDA**

1. General Functions: Procedural
  - a. Call to Order

**This agenda item begins at 09:00:44**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=968.606045>

Board Chair McCasland called the meeting to order at 9:00 am.

- b. Pledge of Allegiance {Time: 1}

**This agenda item begins at 09:00:51**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=978.429055>

The Pledge of Allegiance was led by Board Secretary Bracety.

- c. Policy Review Procedure –Board Chair Deb McCasland– **INFORMATION** -  
{Time: 15}

**This agenda item begins at 09:01:21**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=1007.785525>

Board Chair McCasland stated that the Board will not be following any specific procedures for discussion during this meeting.

2. Board Business

- a. Policy Governance Regulations and Operational Principles – Attorney Sarah Lawson – Board Attorney - **INFORMATION AND DISCUSSION** {Time: 15}

**This agenda item begins at 09:01:32**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=1019.418727>

Board Attorney Sarah Lawson provided information on policy governance regulations and operational principles. Attorney Lawson described the policy governance model the Board currently follows and its relationship to applicable statutes. The presentation and discussion can be viewed at the link above.

- b. Yavapai College District Governing Board’s Meeting Items for Consideration to be included on the March Agenda for Final Decision - Board Chair McCasland - **INFORMATION, DISCUSSION, DECISION** {Time: 45}
  - i. Consideration of Call to the Public for potential inclusion on the March Regular Meeting Agenda
  - ii. Consideration of Removal of Board Member Discussion Time Limits for potential inclusion on the March Regular Meeting Agenda
  - iii. Consideration of Potential to Return to In-Person Board Meetings for potential inclusion on the March Regular Meeting Agenda
  - iv. Consideration of Potential Board Retreat for potential inclusion on the March Regular Meeting Agenda
  - v. Consideration of Revision to Board Policy 304 – Board Elections & Appointment for potential inclusion on the March Regular Meeting Agenda

**This agenda item begins at 09:05:00**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=1226.579731>

The Board discussed the potential agenda items. Discussion can be viewed at the link above.

The motion was amended twice. Amendments to the motion can be viewed at the link above. The final approved motion is provided below.

**Board Member Payne moved, seconded by Secretary Bracety, to include items (b)(i) – (v) for the March meeting agenda.**

Board Member Payne then amended his motion to state that the agenda items (b)(i) – (v) should be included on either the March 11th or 31st meeting agenda. Secretary Bracety seconded the amended motion.

Board Member Payne then amended his motion to state that the agenda items (b)(i) – (v) should be included on either the March 11th or 31st meeting agenda, preferably the earlier date. Secretary Bracety seconded the amended motion.

The motion passed with a 3-2 vote (Ayes: Bracety, Kiel, Payne; Nays: McCasland, Kuykendall).

- c. Yavapai College District Governing Board Policy Revision – Board Chair McCasland – **INFORMATION, DISCUSSION AND DECISION** {Time: 60} (*Attached*)

This agenda item begins at 9:20:43

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=2170.309933>

- i. **Board Policy 308 – Board Policy & Agenda Discussion**

The Board discussed potential revisions to Policy 308 as drafted by Board Member Kiel and Board Chair McCasland. The Board discussed and suggested potential additional revisions to Policy 308 as drafted by Board Member Kiel.

The Board took a brief recess. The Board returned to public session at 10:10.

- ii. **Board Policy 308 – Board Policy & Agenda Decision**

Board Member Kiel moved, seconded by Board Member Payne, to approve the copy of Board Policy 308 that was prepared by Board Member Kiel and distributed to the Board at this meeting, with the addition of the corrections that were shown on screen during the meeting. This motion was withdrawn by Board Member Kiel to allow Board Secretary Bracety to make a new motion.

Board Secretary Bracety moved, seconded by Board Member Payne, to approve the revisions to Board Policy 308 as drafted by Board Member Kiel with the following revisions:

1. Change the requirement to submit a request for an agenda item from two working days prior to the meeting to four working days prior to the meeting, to accommodate staff;
2. State that District Governing Board meetings will be “held preferably live with a virtual option”; and
3. Strike the dispute process regarding the Chair’s determination that a matter is an issue for the President, pending further discussion with an HLC representative.

The motion passed with a 4-0 vote (Ayes: Bracety, Kiel, Kuykendall and Payne; Abstain: McCasland).

The District Governing Board took a short break and returned to discussion at 11:08.

iii. **Board Policy 310 – Code of Conduct and Ethics Discussion**

**This agenda item begins at 11:09:10**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=8675.571599>

The Board discussed potential revisions to Policy 310 as drafted by Board Member Kiel and Board Chair McCasland. The Board discussed and suggested potential additional revisions to Policy 310 as drafted by Board Member Kiel.

iv. **Board Policy 310 – Code of Conduct and Ethics Decision**

**Board Chair McCasland moved, seconded by Board Secretary Bracety, to approve Policy 310 as drafted by Board Member Kiel, with the following revisions:**

- 1. Strike the added sentences in item number 2, to revert back to the original policy language;**
- 2. Strike the proposed item number 6; and**
- 3. Add the definition of fiduciary responsibilities proposed by Board Chair McCasland.**

**The motion passed unanimously (Ayes: McCasland, Bracety, Kiel, Kuykendall, Payne).**

The Board took a short recess for lunch after discussing policy 310. The Board returned to discussion at 12:30.

3. Study Session

- a. Board Liaisons' Reports - **INFORMATION AND DISCUSSION** {Time: 10}
  - i. Board Spokesperson – Board Chair McCasland
  - ii. Arizona Association of Community College Trustee (AACCT) – Board Chair McCasland
  - iii. Yavapai College Foundation – Board Secretary Steve Bracety

**This agenda item begins at 12:30:25**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=13551.572241>

Board Chair McCasland presented as the Board Spokesperson and AACCT Trustee. Board Secretary Bracety provided an update on the Yavapai College Foundation. Discussion can be viewed at the link above.

4. Adjournment of Board Workshop: Procedural – **DECISION** {Time: 1}

**This agenda item begins at 12:38:59**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=14065.958469>

Board Secretary Bracety moved, seconded by Board Member Kuykendall, to adjourn the March 4, 2026 Board Workshop at 12:39 pm. The motion passed unanimously (Ayes: McCasland, Bracety, Kiel, Kuykendall, and Payne).

Respectfully submitted,

\_\_\_\_\_  
Kimberly Whitman, Recording Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ms. Deb McCasland, Board Chair

\_\_\_\_\_  
Mr. Steve Bracety, Board Secretary

**Yavapai College**  
District Governing Board  
**Special Meeting**

**Wednesday, March 11<sup>th</sup>, 2026**  
**Virtually Only**  
**9:00 a.m.**

The YouTube channel will be open to the public at **8:45 a.m.** at the latest.

Livestream Link:

<https://www.youtube.com/user/YavapaiCollege>

**Members Present:**

Ms. Deb McCasland, Board Chair  
Mr. Steve Bracety, Secretary  
Mr. Patrick Kuykendall, Board Member  
Mr. Toby Payne, Board Member  
Mr. William Kiel, Board Member

**Administration Present:**

Dr. Lisa B. Rhine, President  
Dr. Janet Nix, Chief Human Resources  
Atty. Sarah Lawson, Board Attorney  
Atty. Eli Enger, College Attorney  
Ms. Kimberly Whitman, Secretary to the Board

**MINUTES**

<HTTPS://YAVAPAI.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=8AC2243F-F5EE-4417-BD85-B40A011B7DEE>

1. General Functions: Procedural
  - a. Call to Order

**This agenda item begins at 09:01:50**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=8ac2243f-f5ee-4417-bd85-b40a011b7dee&start=697.746431>

Board Chair McCasland called the meeting to order at 9:01 am.

- b. Pledge of Allegiance {Time: 1}

**This agenda item begins at 09:01:58**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=8ac2243f-f5ee-4417-bd85-b40a011b7dee&start=706.360321>

The Pledge of Allegiance was led by Board Member Payne.

2. Board Business

a. Executive Session

- i. Pursuant to A.R.S. §38-431.01 (A)(3) – For Legal Advice. – Discussion and Consultation for Legal Advice with the College Attorney’s Regarding Personnel Investigations – Dr. Lisa Rhine, President, Dr. Janet Nix, Chief Human Resources Officer, Attorney Eli Enger, College Attorney and Attorney Sarah Lawson, Board Attorney - **INFORMATION AND DISCUSSION** {Time: 60}

**This agenda item begins at 09:02:24**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=8ac2243f-f5ee-4417-bd85-b40a011b7dee&start=732.341869>

**Board Secretary Bracety moved, seconded by Board Member Kuykendall, to move into Executive Session pursuant to A.R.S. § 38-431.01 (A)(3) – For Legal Advice. – Discussion and Consultation for Legal Advice with the College Attorneys Regarding Personnel Investigations. The motion passed with four votes. (Ayes: McCasland, Payne, Kuykendall, and Bracety. Board Member Kiel’s vote was not recorded. Member Kiel did not indicate whether he voted for or against the motion, and his microphone was not active at the time of the vote.)**

The Board entered into Executive Session at 9:04 am.

b. Reconvene in Public Session

- i. Possible Action to confirm directions provided to Yavapai College representatives and/or legal counsel in Executive Session – **DECISION** {Time: 5}

**This agenda item begins at 10:07:06**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=8ac2243f-f5ee-4417-bd85-b40a011b7dee&start=4613.636407>

The Board reconvened in Public Session at 10:07 am.

**Board Secretary Bracety moved, seconded by Board Member Kuykendall, to confirm directions provided to Yavapai College representatives and/or legal counsel in Executive Session. The motion carried unanimously. (Ayes: McCasland, Kiel, Payne, Kuykendall and Bracety).**

3. Adjournment of Board Regular Meeting: Procedural – **DECISION** {Time: 1}

**This agenda item begins at 10:07:42**

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=8ac2243f-f5ee-4417-bd85-b40a011b7dee&start=4649.847649>

**Board Secretary Bracety moved, seconded by Board Member Kuykendall, to adjourn the March 11<sup>th</sup> District Governing Board Special Meeting. The motion carried unanimously. (Ayes: McCasland, Kuykendall, Kiel, Bracety, Payne).**

Respectfully submitted:

---

Kimberly Whitman, Recording Secretary

---

Date

---

Mrs. Deb McCasland, Board Chair

---

Mr. Steve Bracety, Board Secretary

**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT**

**REPORT OF REVENUES AND EXPENDITURES**

For the Eight Months Ended February 28, 2026 - 66.7% of the Fiscal Year Complete

Fiscal Year 2025-2026

SUMMARY - ALL FUNDS

	<u>Year-to-Date Revenues</u>		<u>Year-to-Date Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>	<u>FY25/26 Estimate</u>	<u>Estimate to Budget Variance</u>
<b>REVENUES:</b>							
General Fund	\$ 48,522,812		\$ 48,522,812	\$ 65,207,600	74.4%	\$ 65,207,600	\$ -
Restricted Fund	15,003,098		15,003,098	21,772,500	68.9%	21,772,500	-
Auxiliary Fund	5,628,972		5,628,972	9,106,600	61.8%	9,106,600	-
Unexpended Plant Fund	14,748,521		14,748,521	21,973,700	67.1%	21,973,700	-
Debt Service Fund	1,051,954		1,051,954	1,577,900	66.7%	1,577,900	-
<b>TOTALS</b>	<b>84,955,357</b>		<b>84,955,357</b>	<b>119,638,300</b>	<b>71.0%</b>	<b>119,638,300</b>	<b>-</b>

	<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non- Labor Encumbrances to Budget</u>	<u>FY26/26 Estimate</u>	<u>Estimate to Budget Variance</u>
<b>EXPENDITURES (note 1):</b>								
General Fund	\$ 45,743,761	\$ 13,070,861	\$ 11,486,909	\$ 47,327,713	\$ 65,207,600	72.6%	\$ 65,207,600	\$ -
Restricted Fund	11,873,972	1,063,906	875,167	12,062,711	21,772,500	55.4%	21,772,500	-
Auxiliary Fund	5,675,476	1,564,453	1,097,475	6,142,454	9,106,600	67.5%	9,106,600	-
Unexpended Plant Fund	13,976,256	4,937,327	-	18,913,583	21,973,700	86.1%	21,973,700	-
Debt Service Fund	2,663	1,575,700	-	1,578,363	1,577,900	100.0%	1,577,900	-
<b>TOTALS</b>	<b>77,272,128</b>	<b>22,212,247</b>	<b>13,459,551</b>	<b>86,024,824</b>	<b>119,638,300</b>	<b>71.9%</b>	<b>119,638,300</b>	<b>-</b>

<b>SURPLUS/(DEFICIT)</b>				<b>\$ (1,069,467)</b>	<b>-</b>
--------------------------	--	--	--	-----------------------	----------

**COMMENTS:**

**Note 1:** Expenditures reported on the modified accrual basis of accounting.

The budget currently has a deficit of \$(1,069,467).

The FY25/26 year is currently estimated to meet budget.

Through the eight months, 71.9% of budget has been committed (excluding labor encumbrances) compared to 71.0% of revenues received.

Balances by fund are below:

General Fund	\$ 1,195,099
Restricted Funds	2,940,387
Plant Fund	(4,165,062)
Auxiliary Funds	(513,482)
Debt Service Funds	(526,409)
	<b>\$ (1,069,467)</b>

The Plant Fund deficit continues to be driven by encumbrances for in process projects.



**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT**

**GENERAL FUND EXPENDITURES BY NACUBO NATURAL EXPENSE CATEGORIES**

**For the Eight Months Ended February 28, 2026 - 66.7% of the Fiscal Year Complete**

**Fiscal Year 2025-2026**

	<u>Year to Date</u>	<u>Prior Year</u>	<u>Percent Change</u>	
Salaries	27,045,951	23,856,756	13.4%	<b>1</b>
Benefits	8,303,829	7,447,249	11.5%	<b>2</b>
Supplies	\$ 3,215,844	\$ 2,517,988	27.7%	<b>3</b>
Contractual Services and Other	4,053,622	4,328,623	-6.4%	<b>4</b>
Utilities & Communications	1,486,365	1,406,675	5.7%	<b>5</b>
Travel, Conferences & Memberships	900,661	906,995	-0.7%	<b>6</b>
Scholarships	737,489	874,767	-15.7%	<b>7</b>
	<u>\$ 45,743,761</u>	<u>\$ 41,339,053</u>	10.7%	

- 1** - Salaries increased due to annual compensation increases and the addition of several new positions.
- 2** - Benefits increased due to new positions added in the current fiscal year (results in additional FICA, retirement etc.), medical plan premium increases, and higher tuition/fee waiver benefits due to the new bachelor's program.
- 3** - Supplies increased from the prior year due to increased technology related purchases (e.g. Software/Licenses), a change from technology categorized as supply vs. contracted services, as well as offsets of facilities related supply savings.
- 4** - Contractual Services decreased primarily due to a reclassification of some technology expenses into supplies. Additional drivers include a decrease in general contractual services and an uptick in advertising related costs.
- 5** - Utilities increased slightly due to Zoom and water/sewage cost increases off set by electricity decreases.
- 6** - Travel is relatively flat.
- 7** - Scholarship are lower but will see another bump upwards when the second 8 week session starts in March.

**Note:** Expenditures reported on the modified accrual basis of accounting.

**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT**

**REPORT OF REVENUES AND EXPENDITURES**

**For the Eight Months Ended February 28, 2026 - 66.7% of the Fiscal Year Complete**

**Fiscal Year 2025-2026**

**RESTRICTED FUND**

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>
<b>REVENUES:</b>					
Federal Grants and Contracts	\$ 8,314,465		\$ 8,314,465	\$ 11,302,700	73.6%
State Grants and Contracts	424,956		424,956	247,500	171.7%
Private Gifts, Grants and Contracts	950,078		950,078	1,246,200	76.2%
Proposition 301 Workforce Development	1,044,963		1,044,963	1,562,000	66.9%
Proposition 207 Workforce Development	1,246,720		1,246,720	2,970,000	42.0%
State Appropriation - STEM Workforce	532,650		532,650	710,200	75.0%
Fund Balance Applied to Budget	2,489,267		2,489,267	3,733,900	66.7%
<b>TOTAL REVENUES</b>	<b>15,003,098</b>		<b>15,003,098</b>	<b>21,772,500</b>	<b>68.9%</b>

		<u>Year-to-Date Expenditures</u>	<u>Total Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non- Labor Encumbrances to Budget</u>
<b>EXPENDITURES (Note 1):</b>							
Instruction		\$ 2,197,832	\$ 602,537	\$ 460,386	\$ 2,339,983	\$ 5,141,600	45.5%
Academic Support		152,857	73,827	73,827	152,857	-	100.0%
Institutional Support		76,897	-	-	76,897	-	100.0%
Student Services		242,246	4,643	-	246,889	654,100	37.7%
Operation/Maintenance		183,411	36,541	-	219,952	3,733,900	5.9%
Scholarships		7,782,212	-	-	7,782,212	8,862,300	87.8%
Public Service		1,238,517	346,358	340,954	1,243,921	3,380,600	36.8%
<b>TOTAL EXPENDITURES</b>		<b>11,873,972</b>	<b>1,063,906</b>	<b>875,167</b>	<b>12,062,711</b>	<b>21,772,500</b>	<b>55.4%</b>
<b>SURPLUS/(DEFICIT)</b>					<b>\$ 2,940,387</b>		

**COMMENTS:**

**Note 1:** Expenditures reported on the modified accrual basis of accounting.

Restricted Funds expended only to the extent that Grants and Gifts are received.

The Budget currently has a surplus of \$2,940,387.

Expenses should rise with quarter end billings and reporting in March.

**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT**

**REPORT OF REVENUES AND EXPENDITURES**

**For the Eight Months Ended February 28, 2026 - 66.7% of the Fiscal Year Complete**

**Fiscal Year 2025-2026**

**AUXILIARY FUND**

	<u>Budgeted Revenues</u>	<u>Budgeted Expenses</u>	<u>Budgeted Surplus/ (Deficit)</u>	<u>Actual Revenues</u>	<u>Actual Expenditures and Non-Labor Encumbrances</u>	<u>Year-to-date Surplus/ (Deficit)</u>	<u>FY25/26 Estimate Surplus/ (Deficit)</u>	<u>Estimate to Budget Variance</u>
<b>AUXILIARY ENTERPRISES</b>								
Residence Halls	\$ 1,262,000	\$ 410,100	\$ 851,900	\$ 1,136,157	\$ 264,760	\$ 871,397	\$ 851,900	\$ -
Transfer To Debt Fund to Pay Revenue Bonds	(403,300)	-	(403,300)	(268,867)	-	(268,867)	(403,300)	-
Subtotal - Residence Halls and Summer Conferences	858,700	410,100	448,600	867,290	264,760	602,530	448,600	-
Bookstore Rental and Commissions	20,000	-	20,000	1,045	-	1,045	20,000	-
Food Services	1,918,000	2,152,000	(234,000)	1,560,491	1,596,063	(35,572)	(234,000)	-
Vending	30,000	-	30,000	18,310	-	18,310	30,000	-
Employee/21+ Student Housing & Facility Rentals	989,200	485,500	503,700	396,634	298,055	98,579	503,700	-
Edventures & Community Education	47,000	72,900	(25,900)	44,354	52,786	(8,432)	(25,900)	-
Winery - Tasting Room	270,000	360,100	(90,100)	134,571	230,231	(95,660)	(90,100)	-
Family Enrichment Center	882,370	1,216,300	(333,930)	512,143	889,220	(377,077)	(333,930)	-
Community Events	1,135,600	1,256,800	(121,200)	392,730	990,409	(597,679)	(121,200)	-
Performing Arts Productions	300,000	303,100	(3,100)	174,056	197,426	(23,370)	(3,100)	-
SBDC (Federal Grant Match Requirement)	-	193,100	(193,100)	5,750	137,635	(131,885)	(193,100)	-
Yavapai College Foundation	601,500	601,500	-	322,547	366,571	(44,024)	-	-
Other Auxiliary Enterprises	409,700	457,800	(48,100)	102,698	121,031	(18,333)	(48,100)	-
General Fund Transfer In	1,644,530	-	1,644,530	1,096,353	-	1,096,353	1,644,530	-
Contingency	-	100,000	(100,000)	-	-	-	(100,000)	-
Facilities & Administrative Allocation	-	1,497,400	(1,497,400)	-	998,267	(998,267)	(1,497,400)	-
	<u>\$ 9,106,600</u>	<u>\$ 9,106,600</u>	<u>\$ -</u>	<u>\$ 5,628,972</u>	<u>\$ 6,142,454</u>	<u>\$ (513,482)</u>	<u>\$ -</u>	<u>\$ -</u>

**Comments:**

**Note 1:** Expenditures reported on the modified accrual basis of accounting.

The Budget currently has a deficit of \$(513,482).

Estimate to Budget variance for FY26 is expected to be \$0.



**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT**

**REPORT OF REVENUES AND EXPENDITURES**

**For the Eight Months Ended February 28, 2026 - 66.7% of the Fiscal Year Complete**

**Fiscal Year 2025-2026**

**DEBT SERVICE FUND**

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>FY26/26 Budget</u>	<u>Percent of Budget</u>	<u>FY25/26 Estimate</u>	<u>Estimate to Budget Variance</u>
<b>REVENUES:</b>							
Investment Income	\$ 20		\$ 20	\$ -	100.0%	\$ -	\$ -
General Fund Transfer In	781,600		781,600	1,172,400	66.7%	1,172,400	-
Auxiliary Fund Transfer In	268,867		268,867	403,300	66.7%	403,300	-
Fund Balance Applied to Budget	1,467		1,467	2,200	66.7%	2,200	-
<b>TOTAL REVENUES</b>	<b>1,051,954</b>		<b>1,051,954</b>	<b>1,577,900</b>	<b>66.7%</b>	<b>1,577,900</b>	<b>-</b>

	<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non-Labor Encumbrances to Budget</u>	<u>FY25/26 Estimate</u>	<u>Estimate to Budget Variance</u>
<b><u>DEBT SERVICE FUND</u></b>								
<b>EXPENDITURES (Note 1):</b>								
Revenue Refunding Bonds - 2024								
Principal Payments	\$ -	\$ 555,000	\$ -	\$ 555,000	\$ 555,000	100.0%	\$ 555,000	\$ -
Interest Payments	-	617,400	-	617,400	617,400	100.0%	617,400	-
Revenue Bonds - 2013								
Principal Payments	-	375,000	-	375,000	375,000	100.0%	375,000	-
Interest Payments	-	28,300	-	28,300	28,300	100.0%	28,300	-
Bank Fees	2,663	-	-	2,663	2,200	121.0%	2,200	-
<b>TOTAL EXPENDITURES</b>	<b>2,663</b>	<b>1,575,700</b>	<b>-</b>	<b>1,578,363</b>	<b>1,577,900</b>	<b>100.0%</b>	<b>1,577,900</b>	<b>-</b>
<b>SURPLUS/(DEFICIT)</b>				<b>\$ (526,409)</b>	<b>\$ -</b>			

**COMMENTS:**

**Note 1:** Expenditures reported on the modified accrual basis of accounting.

The Budget currently has a deficit of -\$526,409 as 100% of expenses have been encumbered.

Through the eighth month, 100% of budget has been committed compared to 67% of revenues received. This is a timing issue which will even out as allocations are made in coming months. Estimate to Budget variance is expected to be \$0