

LEHIGH CARBON COMMUNITY COLLEGE
Minutes of the Meeting of the Board of Trustees
August 4, 2011
Volume 47

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held on Thursday, August 4, 2011, in the Don Mershon Conference Room at the Community College. Ms. Larvey, Board Chair, convened the meeting at 7:00 p.m.

Members Present:

Mr. Joseph A. Alban	Mr. Kenneth H. Mohr, Jr.
Mrs. Annabelle B. Creveling	Mr. William Santore, Jr.
Mr. Mathias J. Green, Jr.	Mr. Larry E. Stern
Mr. Matthew T. Korp	Mrs. Ann L. Thompson
Ms. Audrey L. Larvey	Mr. Michael J. Torbert
Mr. Thomas F. Mantz	

Staff Present:

Ms. Ann D. Bieber, Vice President for Administrative Services and Workforce/
Community Development
Mrs. Cindy L. Brooks, Administrative Secretary to the President and Board of Trustees
Dr. Thomas C. Leamer, Vice President for Academic Services and Student Development
Mr. Larry W. Ross, Vice President for Finance and Facilities
Dr. Donald W. Snyder, President

Counsel Present:

Attorney Jerome B. Frank

Press Present:

None

Others Present:

None

Minutes of
July 7, 2011

On a motion by Mrs. Creveling, seconded by Mr. Korp, the minutes of the July 7, 2011, meeting were approved.

Treasurer's Report

Mrs. Thompson presented the Treasurer's Report as listed below:

Cash Balance 6/1/11	\$16,009,200.00
Receipts	+ <u>4,923,900.00</u>
Total	\$20,933,100.00
Disbursed	- <u>3,856,900.00</u>
Cash Balance 6/30/11	<u>\$17,076,200.00</u>

President's Report

President Snyder reviewed the July 2011 issue of the *President's Desk* and reported the following:

- The Institutional Advancement Office's "Just Ask Justin" automated email response system is being rolled out, including on billboards, and LCCC is the first school in the area to offer this program to assist students by providing timely responses to commonly asked questions via alternative methods than telephone or face-to-face.
- Early enrollment data indicates a 2.3% decrease over last year at this time, but part-time enrollment is higher. A clearer picture of actual enrollment will be available after the first week of classes.
- President Snyder attended a White House Summit, Building America First," in July which focused on economic and educational solutions as the key to rebuilding the cities and the "first suburbs" communities that surround them. Future workshops will be held.

Executive Session

Ms. Larvey announced that an executive session to discuss personnel issues will be held immediately following the Board meeting.

Personnel and
Curriculum
Committee

Mrs. Creveling reported this committee did not meet in July but reviewed items by way of mail, including approval of the revised committee charter and schedule of activities for FY2011-12.

Finance and
Insurance

In the absence of Mr. Hunsicker, Mrs. Thompson reviewed this committee's minutes of its meeting of July 18, 2011.

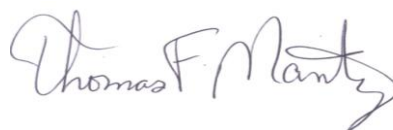
A complete report of this committee is contained in its minutes of July 18, 2011.

Building and Site Committee	<p>Mr. Mohr stated this committee did not meet in July but would be presenting a resolution for Board approval.</p> <p>Mr. Mohr then presented the following resolution:</p>
Resolution 47.12	<p><u>Athletic Fields & Amenities Project – Site Work</u></p> <p>This resolution awarding a contract for site work to Semmel Excavating in the amount of \$871,115.00 was approved by a vote of 10 Yea, 0 Nay.</p>
Community and Government Relations Committee	<p>Mr. Torbert reviewed this committee’s minutes of its meeting of July 21, 2011, noting that 2010-11 attendance charts for all committees were distributed to trustees this evening for informational purposes.</p> <p>Mr. Torbert then presented the following resolution, including changing the word “elected” to “nominated” in the fourth clause:</p>
Resolution 47.13	<p><u>Collegiate Award of Distinction</u></p> <p>This amended resolution designating Lisa Jane Scheller as the recipient of the 2011 Collegiate Award of Distinction was approved by a vote of 10 Yea, 0 Nay.</p>
Joint Coordinating Committee	<p>Mr. Alban reported this committee did not meet in July.</p>
Strategic Planning Committee	<p>Mr. Green reviewed this committee’s minutes of its meeting of July 12, 2011, noting observations of The Davison Group from April 27, 2011, during the Leadership Team Strategic Plan Update.</p>
Negotiations Committee	<p>Mr. Korp reported this committee did not meet in July.</p>
Foundation	<p>Mrs. Creveling reminded everyone of the Golf and Tennis Classic on August 8th at Lehigh Country Club, as well as the upcoming annual Moon Dance on November 5th in the Community Services Center on main campus.</p>
Old Business	<p>None.</p>
New Business	<p>None.</p>
Announcements	<p>Ms. Larvey read aloud a thank-you note from Mr. Volk for flowers received during his recent hospitalization.</p>

Adjournment

The meeting adjourned at 7:38 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Thomas F. Mantz". The signature is written in a cursive style with a long, sweeping tail on the letter "z".

Thomas F. Mantz
Secretary
Board of Trustees
Lehigh Carbon Community College

/clb

BT\Misc\Board Meeting Minutes