

**SPRING PLANNING SESSION OF THE BOARD OF TRUSTEES**  
**Jackson College**  
**Virtual/Electronic – Via Zoom**  
**April 29, 2020**

The Spring Planning Session of the Board of Trustees of Jackson College was held on Wednesday, April 29, 2020 electronically on Zoom.

Board Chairman Barnes called the meeting to order at 8:30am Eastern Daylight Savings Time.

*Board Members Present:* Sam Barnes, Trustee/Chairman; Donna Lake, Trustee/Treasurer; John Crist, Trustee/Vice-Chairman; Matt Heins, Trustee; Philip Hoffman, Trustee and, Sheila Patterson, Trustee/Secretary and Dr. Ed Mathein, Trustee. All members were able to both see and hear each other.

*Others Present:* Dr. Daniel J. Phelan, Dr. Kate Thirolf, Jeremy Frew, Darrell Norris, Jim Jones, Sara Perkin, Cindy Allen, Jason Valente and Dotty Karkheck.

**ROLL CALL**

Chairman Barnes noted that all Trustees are present.

**PUBLIC COMMENTS**

There were no public comments offered, as no members of the public were attending on Zoom.

**BUDGET**

President Phelan provided an overview of the current FY '20 performance to date, shared an update on cash flow and reviewed the proposed FY '21 budget targets. Dr. Phelan noted that even with cuts made to-date, without additional infusions of cash, the College would be out of money in October. However, an aggressive recruitment and retention plan, as well as other cost reduction strategies, such as early buyout, employment freeze, and no wage increases, the College could have a balanced fiscal year. He also noted that any variation of items such as reductions in state aid, enrollment, etc., would have a very harsh impact upon the budget.

Trustee Hoffman commented that he is very supportive of the proposed budget that was shared and will support it at the May Board Meeting.

**POLICY GOVERNANCE**

Consultant Rose Mercier attended electronically and provided a presentation on monitoring which included reasonable interpretation. She led the board through the development of monitoring policies. Questions were addressed. President Phelan will work with Rose to begin the reports.

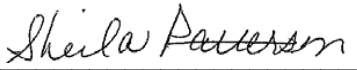
**PLUS/DELTA**

Chairman Barnes opened up time for plus and delta. President Phelan asked how everyone felt about the efficacy and utility of the virtual meeting. Comments noted that there were no technical issues but the concern of staying focused was brought up. It was suggested that breaks will be taken 10 minutes before the hour. Chairman Barnes asked for Sara to be the time keeper and remind folks when a break is coming.

**ADJOURN**

**MOTION BY TRUSTEE HOFFMAN** "To adjourn." **MOTION PASSED UNANIMOUSLY.**  
Meeting adjourned at 11:29AM.

The foregoing minutes of the Spring Planning Session of the Board of Trustees held on Wednesday, April 29, 2020 were approved at the regular meeting of the Board held on May 11, 2020.



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Secretary



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Chairman