

**MESALANDS COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
December 10, 2024**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, December 10, 2024, at 5:30 p.m. in the Conference Room 606, Building “G” in Tucumcari, New Mexico.

**CALL TO ORDER**

Mr. Richard Primrose, Chair, called the meeting to order at 5:30 p.m.

**PLEDGE TO THE FLAG:**

Recited was the Pledge of Allegiance and the New Mexico Flag was saluted.

**ROLL CALL**

The following Board members were present: Mr. Richard Primrose, Ms. Teresa Stephenson, Mr. Tom Sidwell, Mr. Jimmy Sandoval, and Mr. Phillip Box.

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda – Minutes from November 19, 2024
- 3) Reaffirmation of College Mission Statement
- 4) Approval of the Financial Report for November 2024
- 5) Approval to go into Executive Session
- 6) Approval to Reconvene from Executive Session
- 7) Approval to Adjourn the meeting

**APPROVAL OF AGENDA – ACTION**

**ACTION** – Mr. Box made a motion to approve the agenda as presented in Exhibit 1. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; and Mr. Primrose, yes. The motion carried.

**COMMENTS BY THE PUBLIC ON ITEMS ON THIS AGENDA**

As per Board Policy 2.3 Procedures for Addressing the Board: Any person wishing to speak to the agenda must register prior to the meeting and their comments are limited to five (5) minutes. There were no public comments at this time.

**APPROVAL OF CONSENT AGENDA – ACTION**

**ACTION** – Ms. Stephenson made a motion to approve the regular Board meeting minutes as presented in Exhibit 2, dated November 19, 2024. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried.

**CHAIRPERSON'S REPORT**

- **Mr. Richard Primrose**
  - Mr. Primrose did not have anything to report

## **PRESIDENT'S REPORT**

### **1. Dr. Allen Moss, President**

- Thank you to Mr. Box and Mr. Primrose for going to the ENMERC meeting in Portales last Monday, it was good for us to have been there.
- Reminder, January 22<sup>nd</sup> is "Quay Day" in Santa Fe if any of the Board members want to go. We will need to RSVP by January 15, 2025.
- We received a letter from the Board of Nursing with full approval without the warning. This is great news.
- We had our first nursing pinning ceremony last Saturday evening with five students finishing the program.
- Special Audit – They are still conducting interviews and collecting data.
- State Auditor would like to continue to do our audits on an eight year or a least a four year cycle, this would be a least the FY24 and FY25 audits.
- Employee staff party today, the attendance was great and very positive.
- January 7<sup>th</sup> – "All Employees" back to school meetings.
- I will be going to LFC in Santa Fe tomorrow.
- Hopefully, we will get some special appropriations for next year, and maybe some for this year for our nursing program.

### **2. College Mission Statement – ACTION**

**ACTION** – Mr. Box made a motion to approve the College Missions Statement as presented in Exhibit 4, it is the same as last year, no changes. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Sidwell, yes. The motion carried.

### **3. November 2024 Financial Report – ACTION**

- Cash flow is looking good with more increases to come.

**ACTION** – Mr. Sidwell made a motion to approve the November 2024 Financial Report as presented in Companion Exhibit 1. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried.

## **ACADEMIC AFFAIRS**

### **1. Mr. Joel Kiser, Vice President of Academic Affairs**

- Events for students success:
  - Honors College presentation was held last week headed by Mr. Dean Garcia. The Instructors that worked with these students were Mr. Gregg Howard, and Dr. Simone Klutzny, the students that participated were: Emily Mack, Genesis Rodriquez, Julia Lopez, and Kirsten Gonzalez. They did some really amazing research! Many thanks to our Student Success Team: Dean Garcia, Kyeli Collins, and Nikki Vazquez for their help on this as well.
  - First Nursing Pinning Ceremony with five students completing.
  - Students are now taking charge of their learning process and participating in activities.
- Talks are ongoing with West Texas on articulation transfer for Ag Science.
- Possible CNA Instructor, so we can activate our CNA program soon.

- Thank you to our Faculty, Staff, Executive Team, and Board for supporting our students.

## **STUDENT AFFAIRS**

### **1. Mr. Josh McVey, Vice President of Student Affairs**

- Registration training with the corrections facilities has gone well and really streamlined the process.
- Financial Aid – Several FASFA workshops for High Schools coming up.
- Today's events with staff and faculty have been very encouraging, biggest attendance in five years, a positive culture is developing here at Mesalands.
- Marketing assets for recruiting, these are promotional materials, lanyards, stickers, pens, marketing material.

### **2. Fall Rodeo Report, Coach Bo Segerman**

- Fall semester was a bit of a rocky start, we may have two students in finals.
- There will be 6 rodeos in the spring.
- Arena only has 2 lights working, we need to get the other 2 working.
- We need to install lighting and water at the practice arena.
- Mr. Sidwell asked - What does recruiting look like?
- Coach Segerman said it could be double the rodeo team for next fall. Possibly one more student will be coming this spring.

## **ADMINISTRATIVE AFFAIRS**

### **1. Mr. Mark A. Martinez, Executive Director of Operations and Procurement**

- Rachelle is finalizing payroll, so she is not able to be at the meeting tonight.
- We are waiting on permits for the building "E" roof repair, it may be the first of January before they begin. On building "A" we are working with the Insurance Adjuster, Engineer and Contractor, we are hoping to have this work completed over the break.
- The Fire Protection Company is here this week conducting inspections.
- Thank you to our Maintenance department for painting and replacing lights with LED lights. Thank you to our Business Office, IT, and Bookstore.
- We will be working on updating our policies and procedures handbooks.
- Fitness Center; we will begin using SQUARE for customers to be able to pay their gym membership. New equipment coming for the Fitness Center.
- We have hired a new Accounts Receivable, Welcome Ms. Devanie Martinez.
- Mr. Sandoval asked, how long will it take to get all the building repairs done?
- Mr. Martinez said once we have all the work done from the insurance claims on the roofs between January and March, then we can begin other repairs. In January we can look into Capital Outlays funds, once that gets approved those funds will be available between July and September. Some buildings are not eligible for Capital Outlay funds, we will need to fund those repairs through other resources such as grants.

## **TRUSTEES COMMENTS**

- Ms. Stephenson stated that she really enjoyed the Nursing Pinning Ceremony

### **EXECUTIVE SESSION – ACTION**

**ACTION** – Mr. Box moved that the Board enter Executive Session for limited personnel matters as allowed for in NMSA 1978, Section 10-15-1 (H) (2), for litigation as allowed for in NMSA 1978, Section 10-15-1 (H) (7), and for real property and water rights as allowed for in NMSA 1978, Section 10-15-1 (H) (8). Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried.

### **RECONVENE FROM EXECUTIVE SESSION – ACTION**

**ACTION** – Mr. Sidwell moved that the Board Reconvene from Executive Session which was limited to discussions as stipulated above for limited personnel matters as allowed for in NMSA 1978, Section 10-15-1 (H) (2), for litigation as allowed for in NMSA 1978, Section 10-15-1 (H) (7), and for real property and water rights as allowed for in NMSA 1978, Section 10-15-1 (H) (8). Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; and Mr. Box, yes. The motion carried.

- No action is needed from the Executive session.
- No correspondence

### **INFORMATIONAL ITEMS**

A. Important Dates:

1. December 16, 2024 to January 2, 2025 - Holiday Break – College Closed

B. Board of Trustees – 12 Month Calendar

C. Board of Trustees Annual Calendar of Reports

### **ANNOUNCEMENTS**

- Tuesday, January 21, 2025, Mesalands Community College Board of Trustees Regular Board Meeting at 5:30 p.m.
- ACCT Training – no training tonight

### **ADJOURN – ACTION**

**ACTION** - Mr. Primrose stated if there was no further business, he would entertain a motion to adjourn the meeting. Ms. Stephenson made the motion to adjourn the meeting. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; and Mr. Primrose, yes. The meeting was adjourned at 6:51 p.m.

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Richard D. Primrose  
Chair

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Thomas Sidwell  
Secretary/Clerk