

**MESALANDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE SPECIAL BOARD MEETING**

September 10, 2024

The Mesalands Community College Board of Trustees met in special session on Tuesday, September 10, 2024, at 3:00 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 3:04 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 (arrived 3:14).

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda – Minutes from August 20, 2024
- 3) Approval of Research and Public Service Projects (RPSP)
- 4) Approval of Purchase Requisition for HVAC
- 5) Approval to Adjourn the meeting

APPROVAL OF AGENDA – ACTION

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

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Sidwell made a motion to approve the regular Board meeting minutes as presented in Exhibit 2, dated August 20, 2024. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried.

Research and Public Service Projects (RPSP) Request for FY26

The three main projects we are requesting funding for in addition to the recurring funding for the Wind and the Rodeo are the Nursing program, CDL, and Wind expansion.

We are going to be requesting supplemental funding for our nursing program for this year.

Mr. Josh McVey went over the RPSP worksheets and reduced the amount of the nursing program to better reflect the amount we are currently spending.

ACTION – Ms. Stephenson made a motion to approve the Research and Public Service Projects proposal request for FY26 with the adjustments discussed along with a breakdown in the rodeo budget in Exhibit 3. 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.

Purchase Requisition - HVAC

We received three quotes – same work, replacing the units with comparable product. The lowest quote was JQ Air & Electric from Texaco. The local company was over 10% higher. Mr. Mark Martinez recommended we go with the lowest quote.

ACTION – Mr. Sidwell made a motion to approve Purchase Requisition #117650 for \$ 35,109.38 to JQ Air & Electric LLC for HVAC as presented in Exhibit 4. Mr. Sandoval 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.

ANNOUNCEMENTS

- Tuesday, September 17, 2024, Constitutional Luncheon 12:00 – Great Room
- Tuesday & Wednesday, September 17-18, 2024, Board of Nursing visit
- Tuesday, September 17, 2024, Mesalands Community College Board of Trustees Regular Board Meeting at 5:30 p.m. in Building “G”- Room 606.

ADJOURN – ACTION

ACTION - Mr. Primrose stated if there was no further business, he would entertain a motion to adjourn the meeting. Mr. Sidwell made the motion to adjourn the meeting. Mr. Box 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 meeting was adjourned at 4:17 p.m.

[signature on original]

Richard D. Primrose
Chair

[signature on original]

Thomas Sidwell
Secretary/Clerk