

# SUMMIT CHRISTIAN COLLEGE

## Board of Trustees Meeting

January 18, 2020

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Academic Dean/Director of Operations Scott Gribble, Andy Gudahl, Del Hamon, Jeff Holloway, President Dave Parrish, and Chuck Schmidt

ABSENT: Roger Curry, Lyle Hinebauch, Brad Korell, David Troutman, Lola Weinreis, Jim Wetzel, and Jonathan Seng

Wing Wong joined the board by Zoom and was introduced as a board member for consideration. Opportunity was given for Wing to ask questions and for the board to ask him questions. Voting on Wing's approval will take place later in the meeting.

Meeting was brought to order by Jeff Holloway and Jeff opened with prayer.

Minutes of the past meeting on September 7, 2019, were presented for approval with motion by Rick and 2<sup>nd</sup> by Chuck; accepted as written.

### FINANCE COMMITTEE

The board had received notification last week that the gift of \$70,000 (property sale from Wes Gudahl) will be received this coming Sunday. All salaries will be caught up as well as restricted funds replenished. After that, \$23,000 remains. The Finance Committee suggested that \$13,000 be left in the General Fund and \$10,000 paid toward the bank note. It was also suggested that access to that loan be limited to board and finance committee approval before money can be accessed by staff. Scott shared a spread sheet of catching up on salaries and bills totaling \$46,909.58. That leaves a balance of \$23,090.42. A letter of thanks and appreciation will be prepared for Wes and Yvette from the board. We are not out of the woods for future cash flow for the college, depending on gifts and donations to come in. We are consistently \$20,000 under our operating budget. We need a Plan B for approaching finances. There is the possibility of funds from Intermountain Christian Scholarship Fund, with restrictions in place for scholarships, but there is no timeline on the gift. When Dave travels to the western slope later this spring, he plans to meet with Rocky Baker from the Intermountain Christian Scholarship Fund board. There was a motion from Larry to allocate the remaining funds from the gift: \$13,000 to General Fund, pay \$10,000 down on the note, and restrict the loan usage to approval from Finance Committee, 2<sup>nd</sup> from Andy; motion approved.

Scott presented the audit (received by the board by email) for approval. Angie questioned the continued concern from the auditor of segregation of duties. Scott explained that efforts continue to be made to segregate those responsibilities but without a sufficient number of employees that is difficult. Plans are being made for independent review of the financial information on a recurring basis. Rick moved to approve the audit as presented, 2<sup>nd</sup> from Chuck; audit approved.

Scott presented 2020-21 salaries for board approval. With new laws in place January 1, 2020, he suggested that Emilie's salary be raised to the new minimum of \$35,568 (from \$32,630) as of January 1. Otherwise, she would have to be paid overtime when traveling (youth rallies, visiting potential students, attending camp) which would be much higher. Salary proposal for all other employees does not include COLA (Cost of Living Allowance) and no increases except for those employees here for less than 5 years would get a 1% increase. Motion was made by Andy; 2<sup>nd</sup> by Chuck to approve all salary proposals as presented; approved.

Scott shared that when they were at Solomon Foundation, Doug Crozier shared that he thought he could save the college some money with a refinance. There is the concern that we don't want to hurt our relationship with First State Bank, where our loan is now. There was talk of combining the loan and the note. The consensus was that we don't want to take money away from the community. The question was raised how the bank would know where the money came from to pay off the loan, but they would see the name 'The Solomon Foundation' and know where the money came from. Scott was asked to hold off talking to the Solomon

Foundation at this time. The renewal for the bank note is coming up and Scott will talk to the bank about negotiating the building loan interest rate at that time

## PERSONNEL COMMITTEE

Wing Wong was introduced to the board as a potential member earlier in the meeting and the board received a copy of Wing's biography earlier in the week. Wing is an alumni of Summit Christian College (Platte Valley Bible College) and is the current Executive Director of C2C (Chinese to Christ) Ministries, based in New Hampshire. The committee presented Wing for board approval. Larry moved to approve Wing, 2<sup>nd</sup> by Andy; all approved. Wing has not yet been assigned to any committees.

Board of Trustee members whose terms expire in January 2020 include Rick Derr, Brad Korell, Jeff Holloway, Lola Weinreis and Jim Wetzal. Lola, Brad and Jim have decided to not continue as a trustee. Rick and Jeff will continue. Lyle Hinebauch contacted Dave this week that he would be stepping down as a board member.

All board members were requested last fall to complete a board evaluation; seven evaluations were returned. A copy of the results of the Board Evaluation and Self-Evaluation was provided for the board members. Also included was the employee and trustee evaluation of the President. The Personnel Committee has reviewed these evaluations as well as Dave's evaluation. There are some low marks on Dave's evaluation, specifically from the employees. The committee stressed to Dave the importance of these areas, including communication, organization of duties and supervision.

With the addition of Wing to the board, we are at a total of 11 members, which is below our Articles of Incorporation. We as a board need to be aggressive in recommending members for the board. Potential board members currently being considered and contacted to gauge their level of interest include: John Mulholland, minister at Westway CC; Scott Marsh, elder at Westway CC and husband of Jill Marsh (Summit CC bookkeeper); Jason Hanselman, alumni and former President of Summit CC, current Director of Development for Deaf Missions; Aaron Chambers, pastor at Journey Christian Church in Greeley, Colorado; Charles Gwynn, alumni and on staff at Paradise Valley CC in Casper, Wyoming; and Jim Kittell, from Wheatland, Wyoming.

## EXECUTIVE COMMITTEE

The committee reviewed Dave's report and his work over the past few months in the northern Colorado area (see below under Development Committee).

STUDENT LIFE COMMITTEE: As per the submitted report, there was nothing of concern to share with the board.

## DEVELOPMENT COMMITTEE

The committee discussed the development efforts from the President's Report. He has visited many churches in the northern Colorado area including, Journey (Greeley), Gateway (Aurora), LifeBridge (Longmont), and Valley View (Littleton) They are encouraged to know that we are here and prepared to serve them. Dave will be traveling to O'Neill, Nebraska, this weekend to visit with them and others in that area who have some concerns about the current direction of Nebraska Christian College. Dave does know of six churches looking for ministers that we have no prospects for.

He has spent time talking to churches about being more proactive in investing in their own young people as apprentices at their own churches. In the process, they can invest in their education, send them to college and have them come back to their own church to serve. He is also encouraging church leaders to be more ardent in encouraging young people to consider ministry as a career. Dave has been invited to present the apprenticeship idea to a church congregation. Rick questioned if there are ways to push this forward sooner rather than later since we are in need of students now. Dave feels the best way is to meet with church leaders face to face. Our current mentored ministry, internships and student travel are all things that are attractive to the church leaders. Chuck suggested a zoom meeting of church leaders may be advantageous to discuss the apprenticeship idea and use it as a brainstorming time for ideas and questions.

The committee presented the Recruitment Report and was encouraged by numbers from Emilie. She is

headed to Wichita this weekend. She is working to improve communication avenues with potential students. Help from Bret Holliday (advertising & marketing) did not result in any applications, but we learned a lot. He is willing to help geofence areas where CIY will be meeting that Emily has targeted. We do see more hits on the web site after specific events where Summit has been present. The question was raised why we have moved from 25 to 15 prospects for Fall 2020. The 15 number was a more realistic goal that the assessment team determined was a reachable goal. For budget planning, Scott expects potential student numbers from Emily by mid- April.

The committee discussed whether Summit to Summit (held annually in May) should be continued? The negative side of not continuing is that it will be taking something away from the community. There is a lot of planning that goes into the event that is time consuming for all involved. More delegation of duties may be necessary. The staff will be having a meeting this Wednesday to discuss the planning and continuation of Summit to Summit.

#### EDUCATION COMMITTEE

The committee proposed a tuition change proposal. As indicated in Scott's report, per the 2019-20 approved tuition change, there would be a 5-10% increase in tuition to take effect in Fall of 2020 if the college received initial accreditation in February 2019. The committee proposed a 5% tuition increase. Del so moved with 2<sup>nd</sup> from Chuck; tuition change accepted.

The board received a copy of the proposed 2020-21 Catalog. No changes in policy have happened since the recent board approval and revisions in September. Grammar and language have been cleaned up. Rick moved to approve the catalog with 2<sup>nd</sup> from Larry; catalog accepted.

Scott informed the board that Monday we will renew the search for a new OT Professor to replace Aaron Prohs. Nothing has been done for the last month. Previously, we contacted Presidents of sister colleges, a provost at Cincinnati and academic deans at a couple seminaries. We do have a couple active names from Lincoln Seminary that we will follow up on. July 1<sup>st</sup> would be the first paycheck for a new professor. Aaron's last paycheck would be June 30<sup>th</sup>.

ALUMNI COMMITTEE: There was no report shared with the board.

MISCELLANEOUS BUSINESS: Chuck said the monthly prayer time will take place next month on Tuesday, February 4, 8:30 MT. Prayer points will go out ahead of time. All of the board is encouraged to participate.

The next Board meeting is scheduled for Friday, May, 8, 2020, at the school. Commencement will be that evening.

Larry closed with prayer.

Respectfully submitted,  
Angie Arnold, Secretary  
Summit Christian College Board of Trustees