

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**WORK SESSION**

**MARCH 27, 2024**



**MINUTES OF A WORK SESSION  
OF THE  
DISTRICT GOVERNING BOARD  
MARCH 27, 2024**

A Work Session of the Coconino Community College District Governing Board was held in the Board Room at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ. Board Chair Joey Smith called the meeting to order at 4:01 pm.

PRESENT: Eric Eikenberry  
Patrick Hurley  
Joey Smith  
Nat White

ABSENT: Patricia Garcia

**Also Present:** Dr. Eric Heiser, Ms. Kirsten Mead, Dr. Jami Van Ess, Mr. Tony Williams, Ms. Dianna Sanchez, Ms. Janel States, Dr. Adriana Flores-Church (Zoom), Mr. Brian Wilson, Ms. Colleen Carscallen, Ms. Jennifer Jameson, Ms. Julie Baumgartner, Mr. Kurt Stull, Mr. Ryan Bouwhuis, Ms. Sonni Marbury, Mr. Keith Becker, Mr. Doug Friedman, Ms. Kay Leum, Ms. Alexis Polley, Dr. Mark Maciha, and Dr. David Borofsky.

Reports, summaries, background material and other documents referred to in these minutes can be found in the March 27, 2024, documents file.

**1. FOLLOW UP ITEMS**

There were no follow-up items.

**2. DISCUSSION/INFORMATION ITEMS**

**A. Roofing Project – Dr. Jami Van Ess**

Dr. Jami Van Ess presented the roofing estimate to the Board. The estimate covers the remaining roof replacement at Lone Tree and explained that this fiscal year's roofing was only for Building Four. For additional information, see the March 27, 2024, documents files.

Board discussion included:

- Components of the contract
- A large portion of the cost comes from replacing the custom skylights
- The roofing project will begin mid-May and continue through the Fall

**B. Dark Skies Project – Dr. Jami Van Ess**

Dr. Jami Van Ess presented the updated plan for replacing the parking lot lights at all locations to be Dark Sky compliant. For additional information, see the March 27, 2024, documents files.

Board discussion included:

- Research indicates that there is no market for the current lights owned by the College

- The project went to bid, and a vendor was selected
- The City of Flagstaff will write a letter prior to purchasing the lights that states the College is Dark Sky compliant and will be grandfathered in with any changes to the Dark Skies program

**C. ACCT Leadership Congress Presentation – Dr. Eric Heiser**

Dr. Eric Heiser presented the topic that will be submitted to the Association of Community College Trustees (ACCT) for the October 2024 Leadership Congress: the gift the College received that will increase the dual enrollment pipeline and how critical donor engagement is. Mr. Patrick Hurley agreed to be the Board representative for the presentation. Ms. Patricia Garcia, Mr. Patrick Hurley, and Dr. Heiser will represent the College at the event.

**D. Future Work Session Topics – Mr. Joey Smith**

Mr. Joey Smith spoke to the Board about making Work Sessions more strategic and productive. Suggestions will be fine-tuned at the June 2024 Board retreat. Ideas for use of the work session included:

- Board training
- Open meeting law changes
- Topics that require an action item in the Regular Board Meeting should be brought to a Work Session at least the month before presenting at the Regular Meeting, allowing the Board time to consider the information and make an informed decision at the next meeting.
- Faculty, staff, and student speakers
- Challenges facing the College, such as FAFSA

**E. Palette to Palate: April 26, 2024 – Ms. Dianna Sanchez**

Ms. Dianna Sanchez encouraged Trustees to attend Palette to Palate and gave them an overview of the exciting plans in the works.

ADJOURNMENT: The Work Session Adjourned at 4:33 pm.

**MINUTES PREPARED BY:**

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Ms. Kirsten Mead  
Board Recorder

**ATTEST and APPROVED:**

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Mr. Patrick Hurley  
Vice Chair/Secretary of the Board

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Mr. Joey Smith  
Board Chair