

CARBON COUNTY BOARD OF COOPERATIVE HIGHER EDUCATION SERVICES

Board Minutes

The Carbon County Board of Cooperative Higher Education Services (BOCHES) held its regular monthly meeting on July 28, 2022, at 4:00 p.m. in Rawlins, Wyoming.

Roll Call

Board members present: Rick Greene, and via Zoom: Pam Thayer, Matt Feldmann, and Mike Mann.

Others present: Jennifer Moore, Karen Webster, Cory Hudson, Melissa Slack, and via ZOOM: Ryanne Mikesell.

Agenda

Mike Mann made the motion to accept the agenda. The motion was seconded by Rick Greene and passed.

Public Comments, Presentations & Reports

None

Executive Session

None

Consent Agenda

Mike Mann made the motion to approve the minutes for the June 23, 2022 and July 13, 2022 meetings, Treasurer's Report, and Accounts Payable for July 2022. The motion was seconded by Pam Thayer and passed.

Action Items

None

Discussion

- A. Staff BBQ for August: Jennifer asked for confirmation from the board to continue with planning for the staff BBQ. The board would like this event to move forward. Jennifer would like to acknowledge years of service for staff at the BBQ. Karen will be the point person to coordinate the BBQ. Jennifer will send out the invitations. We will start the next board meeting at 3:30 to give some extra time for the BBQ which will start immediately following the meeting.
- B. Rebranding open house: The open house in Rawlins will be scheduled for September 14 from 5-7 p.m. This will allow enough time to order and receive new promotional items for both open houses. The open house in LSRV will be the same day as the board meeting which is September 22nd. The board meeting will start at 3:30 p.m. with the open house after.

Directors Report

Jennifer updated the board with the names of our new staff members. Melissa Slack who is our new Student Services Assistant in Rawlins, and Roberta Corson who is our new part-time Administrative Assistant in LSRV. Jennifer said that the LSRV Education Center Coordinator position will open up August 1st. Jennifer talked about the new logo designs. Votes from the staff and board for the 2 designs was very close, but the winner was the interlocking cc's. Most said that it represents the Higher Ed the best. The interlocking cc's represent building blocks, helping hands, and connection.

Staff Reports

Jennifer reported that Janet has been busy getting ready for the fair and working on the rebrand.

Cory let the board know that she is still learning her new duties and is grateful to have Melissa's help as the Student Services Assistant. Cory talked about the upcoming College Now event. It is for high school students that are taking Western classes. They can come pick up their log-in information, get a Western Student ID, watch a tutorial on Canvas and enter to win a prize as well as get a lunch gift card if they complete all the stations.

Ryanne went over some upcoming classes in LSRV. There will be a fire prevention class for kids, Google 101, and a kid's cooking class. Ryanne plans to connect via ZOOM for the Rawlins event that covers parents and social media for anyone in the LSRV community that comes to the campus. Roberta and Ryanne have also been doing some cleaning and organizing in the building.

Board Comments

Mike welcomed Melissa to CCHEC and said that CCHEC is on the right track.

Pam said the rebranding looks amazing. She also said that the folks let go in the transportation department at Sinclair might be some potential leads for our auto instructor. Jennifer said she would follow up with that.

Rick also welcomed Melissa aboard and said to enjoy the rest of the summer.

Matt welcomed Melissa and Roberta and told everyone to enjoy the summer.

Next Board Meeting Date

The next meeting is scheduled for Thursday, August 25, 2022. This meeting will be at 3:30 p.m.

Adjournment

Rick Greene made the motion to adjourn. The motion was seconded by Mike Mann and passed.

Matt Feldmann, Chairperson

Rick Greene, Clerk

Karen Webster, Executive Assistant