

A G E N D A
REGULAR SESSION
Wednesday, January 17, 2024
12:00 p.m.

- I. Invocation and Pledge of Allegiance**

- II. Approval of Agenda**
 - 1. Consideration and Approval of Agenda
 - 2. Consideration and Approval of Minutes of the November Board Meeting

- III. Consideration of College Financial Report**
 - 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - a) Monthly Financial Statements
 - b) Budget to Actual Financial Statements
 - 2. Cash in Bank
 - 3. Certificates of Deposits
 - 4. Checks Issued
 - 5. Bid Report

- IV. President's Report**

- V. Executive Session** (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal – Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)

- VI. Items for Consideration, Discussion, and Vote**
 - 1. Consideration of Approval for Athletic Teams Insurance

VII. Consideration and Approval of all Personnel Actions and Associated Documents

1. Acceptance of Employment
 1. A'Lexus Samonte-Support Staff
 2. Daniel Braymer-Instructor, Surgical Technology
2. Resignation
 1. Angela Seabaugh-Part-time Nursing Secretary/Sikeston
 2. Dr. Sherry Phelan-Chief Academic officer/Dean of Instruction
3. Retirement
 1. Penny Sitzes-Administrative Assistant-Technology and Computer Services
4. Transfer of Position
 1. Abby Brewer-Administrative Assistant, Financial Aid to Senior Administrative Assistant

VIII. Appendix

1. Upcoming Events
2. Recent Newspaper Articles

IX. FY23 Board of Trustees Meeting Dates

- Wednesday, February 15, 2023
- Tuesday, March 14, 2023
- Wednesday, April 19, 2023
- Wednesday, May 17, 2023
- Wednesday, June 21, 2023

X. Adjournment

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
November 15, 2023**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, November 15, 2023.

Those present included: Trustees: Eric Schalk, chair; Darren Garrison, vice-chair; Dr. Tim Hager, secretary; Dr. Amber Richardson, treasurer; Gary Featherston, member; Chris Williams member; college administrators: Dr. Wesley Payne, President; Mark Richardson, College Attorney; and Melody Dolle-Ducote, recording secretary.

Trustee Gary Featherston delivered the invocation.

Trustee Richardson made a motion to approve the agenda. On a second by Trustee Hager, the motion passed unanimously.

Trustee Richardson made the motion to approve the October Board Meeting Minutes. With a second by Trustee Featherston, the motion passed unanimously.

Charlotte Eubank, Chief Financial Officer, reviewed the Budget to Actuals as of the end of October 2023. Mrs. Eubank noted that we have recognized 47% of budgeted revenues. We have obligated 30% of our budgeted expenses at 33% of the fiscal year.

Trustee Featherston made the motion to accept the financial report as presented. With a second by Trustee Hager, the motion passed unanimously.

Dr. Payne presented:

Ruth Garner Art Exhibit went very well. Dr. Payne noted it was well received by the community.

Kristina McDaniel, Director of Human Resources, for Three Rivers College, presented on our employee flu shot clinic. TRC provided several options and partnered with Key Drugs and our insurance company to provide these services for our employees.

CALL TO ORDER

ATTENDANCE

INVOCATION

**APPROVAL OF BOARD
MEETING AGENDA**

**APPROVAL OF THE
NOVEMBER BOARD
MEETING MINUTES**

**PRESENTATION OF THE
FINANCIAL REPORT**

**APPROVAL OF
FINANCIAL REPORT AND
BUDGET AMENDMENTS**

PRESIDENT'S REPORT

RUTH GARNER ART EXHIBIT

**EMPLOYEE FLU SHOT
CLINIC**

Dr. Rita Gulstad, Provost for Central Methodist College thanked our Board of Trustees for our long-standing partnership with CMU. Dr. Gulstad said that the University Center at TRC has been an asset to CMU. She noted the staff and support there are “absolutely phenomenal”. Given the success of the partnership, CMU has a rodeo team which shares their space with the TRC team. Dr. Gulstad explained how the new prison education program will work and the plans to assist TRC with its start up processes and training.

CENTRAL METHODIST PARTNERSHIPS

Dr. Maribeth Payne presented the HLC Student Success Academy and discussed the work completed to date.

HIGHER LEARNING COMMISSION STUDENT SUCCESS ACADEMY

Professor’s Buddy and Cindy White presented on their Fall Showcase in the music department. Mrs. White praised the partnership with CMU and invited all to the CMU Choir Concert at First Methodist Church in Poplar Bluff. TRC Choir will be the opening performance for the event.

MUSIC DEPARTMENT FALL SHOWCASE 2023

Dr. Mairead Ryan-Anderson spoke about the Trunk or Treat hosted by the Student Leadership academy. The event was a success and bigger than last year. She gave a brief history on the program and its impact on our student population.

TRUNK OR TREAT HOSTED BY THE TRC STUDENT LEADERSHIP ACADEMY

Dr. Payen, spoke about our nursing job fair in Sikeston. Highly attended and successful.

NURSING JOB FAIR

Brandi Brooks, spoke about the annual TRC Counselor’s Conference. We will host these counselor’s again in January of 2024.

2023 THREE RIVERS COUNSELORS CONFERENCE

November 9, we held the Kennett Trivia night which raised \$2500 for our endowment trust, scholarships for students in Kennett.

KENNETT TRIVIA NIGHT

Our reoccurring blood drive was once again successful

RED CROSS BOOD DRIVE

and well attended.

Rose Anne Huck Stanard Art Exhibit: 12-3 p.m. M-F November 13-December 15, TINN Gallery. Admission is free.

Survivor of Suicide Loss: 12–2:30 p.m. November 18, Lecture Hall. This event is hosted by the Mental Health Coalition and is a day of healing, support, and unity for those who have been affected by suicide loss.

Music Department’s Fall Concert: 7 p.m. November 21, TINN Theater. TRC collegiate and community musicians take the stage to bring you timeless musical classics. Free admission.

Thanksgiving Break: November 23-24 – College closed.

Patrons of the Arts performance, *A Christmas Carol*: 7 p.m. December 4, TINN Theater.

Sponsored by Kissinger & Kirkman. Tickets: \$15.

Employee Christmas Breakfast: 8 a.m. December 15, BAC.

RN and PN Nurse and Alpha Delta Nu Pinnings: 2 and 4 p.m. December 15, TINN Theater.

Winter Session classes begin: December 18.

Christmas Break: December 21-January 3 – College closed.

Spring Convocation: January 8.

Patrons of the Arts performance, *Stayin Alive*: 7 p.m. January 15, TINN Theater. Sponsored by Dille Pollard. Tickets: \$15.

Martin Luther King Day: January 15 – College closed.

First Day of Spring classes: January 16.

Trustee Hager made the motion to enter executive session at 1:04 p.m. With a second by Trustee Featherston, the board was polled as follows: Trustee Williams), yes; Trustee Featherston, yes; Trustee Richardson, yes, Trustee Hager, yes; Trustee Garrison, (absent); Trustee Schalk, yes.

Trustee Garrison made a motion to approve all items for consideration and vote. With a second by Trustee Williams, the motion passed with a roll call vote as follows: Trustee Featherston, (yes); Trustee Richardson, (absent for vote); Trustee Hager, (yes); Trustee Garrison, (Absent); Trustee Schalk, (yes); Trustee Williams,(yes)

UPCOMING EVENTS

EXECUTIVE SESSION

ITEMS FOR CONSIDERATION, DISCUSSION AND VOTE

Trustee Williams made the motion to accept the personnel actions and associated documents as presented. With a second by Trustee Hager the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (absent for vote); Trustee Hager, (yes); Trustee Garrison, (absent); Trustee Schalk, (yes); Trustee Williams, (yes))

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

There being no further business, Trustee Featherston, made the motion to adjourn the meeting at 1:58 p.m. and with a second by Trustee Williams, the motion passed unanimously.

ADJOURMENT

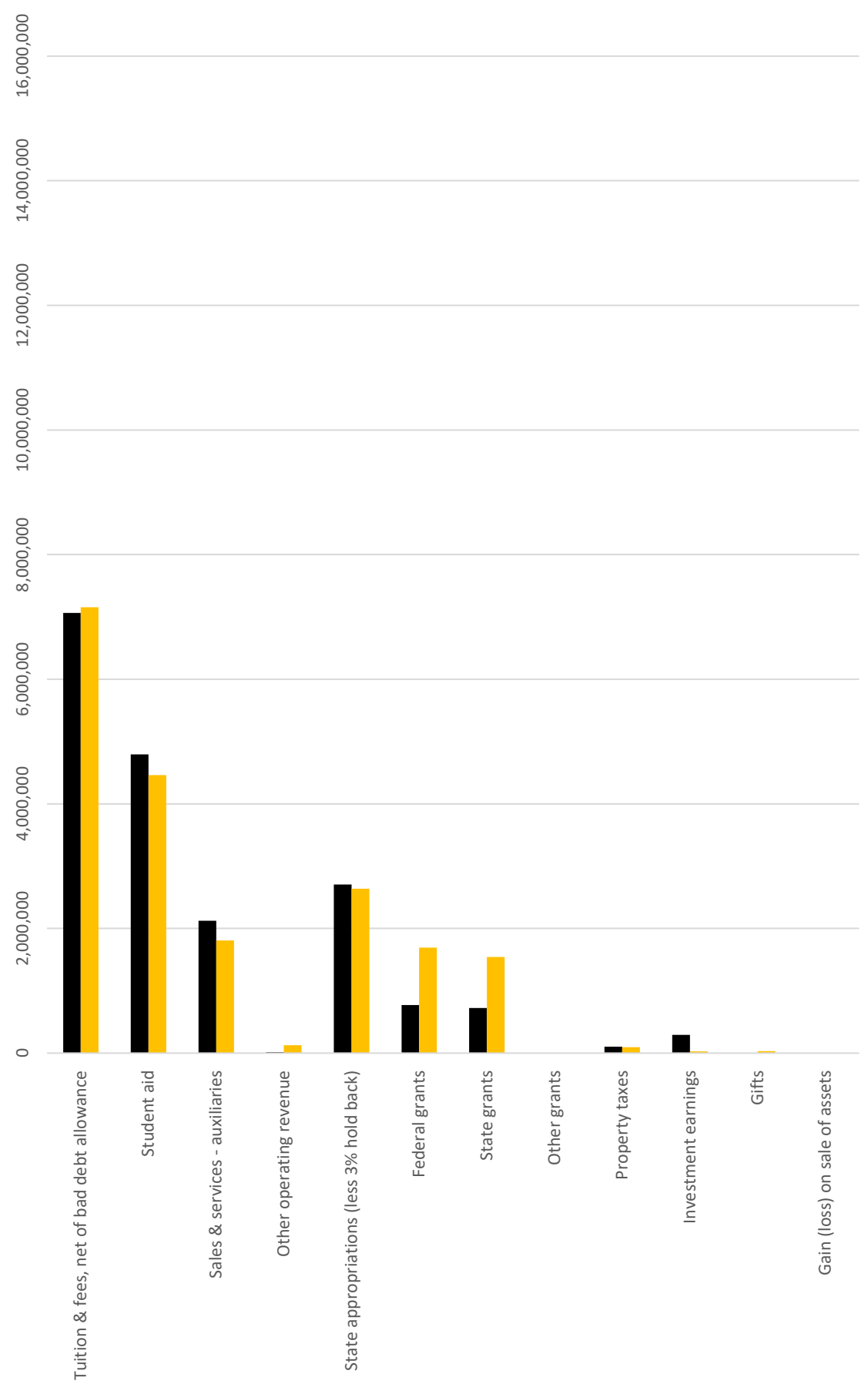
CHAIRMAN

APPROVAL DATE

SECRETARY

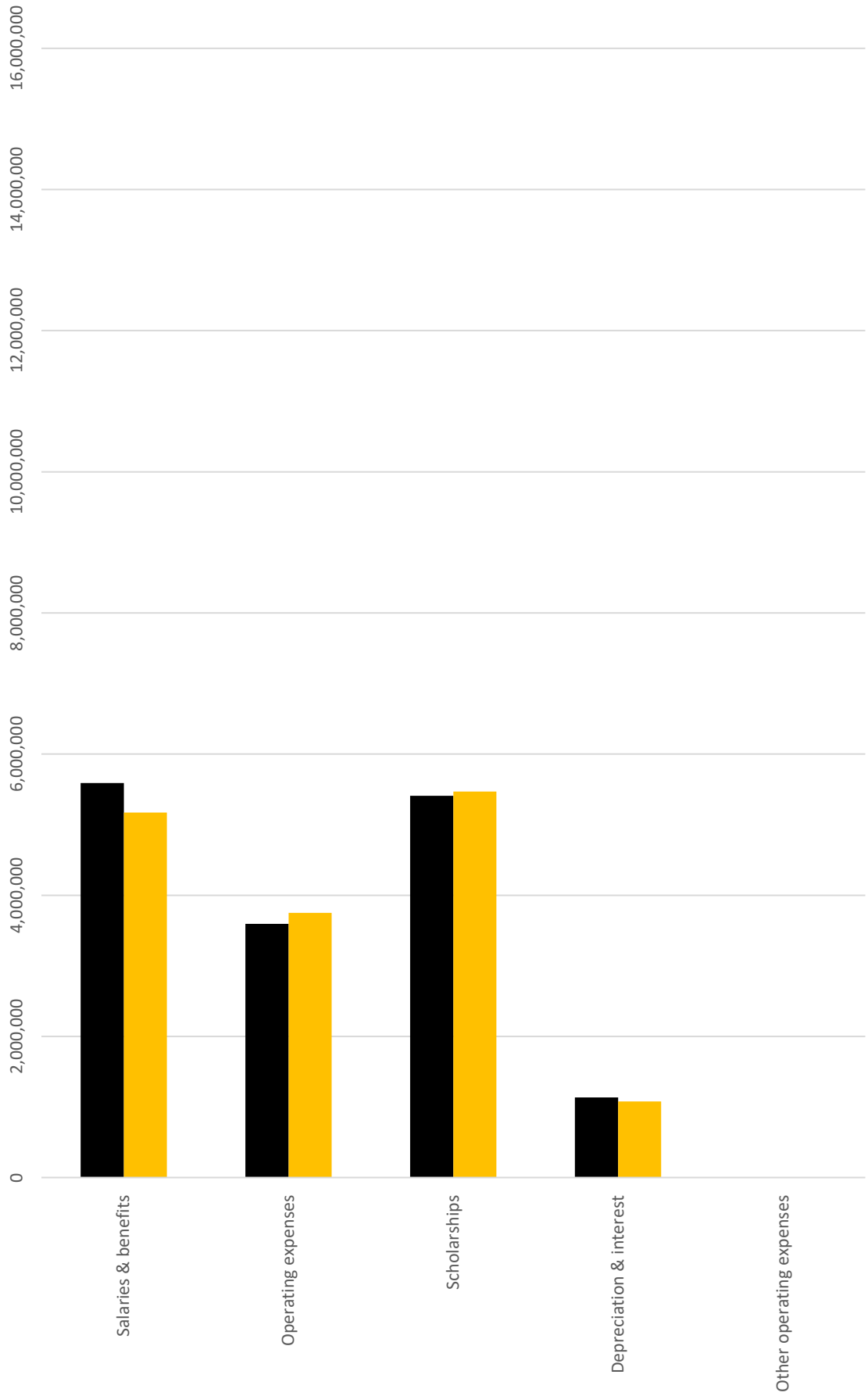
APPROVAL DATE

YTD Comparison to Previous Year 11/30/2023



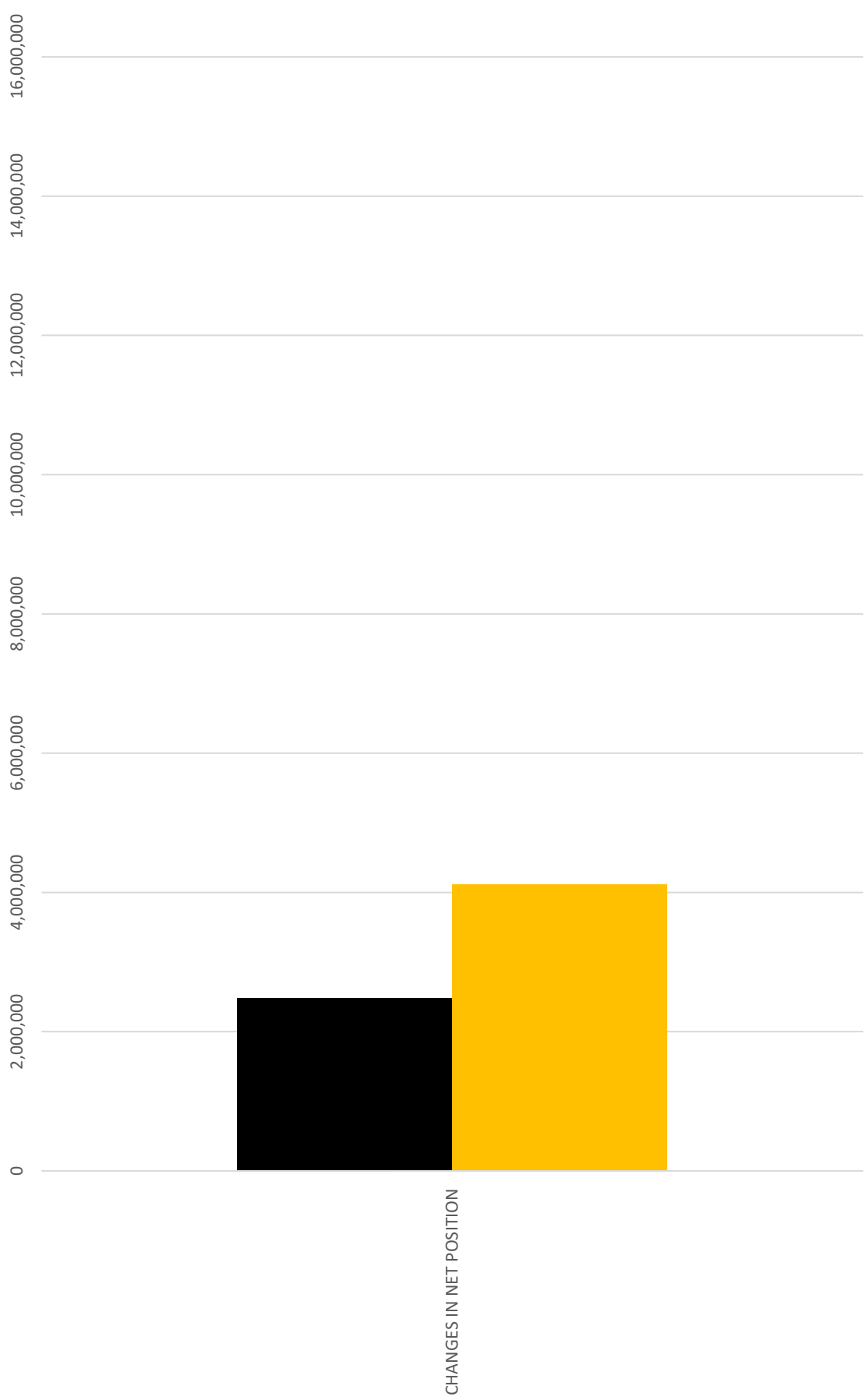
■ Current Year to Date ■ Prior Year to Date

YTD Comparison to Previous Year 11/30/2023



■ Current Year to Date ■ Prior Year to Date

YTD Comparison to Previous Year 11/30/2023



■ Current Year to Date ■ Prior Year to Date

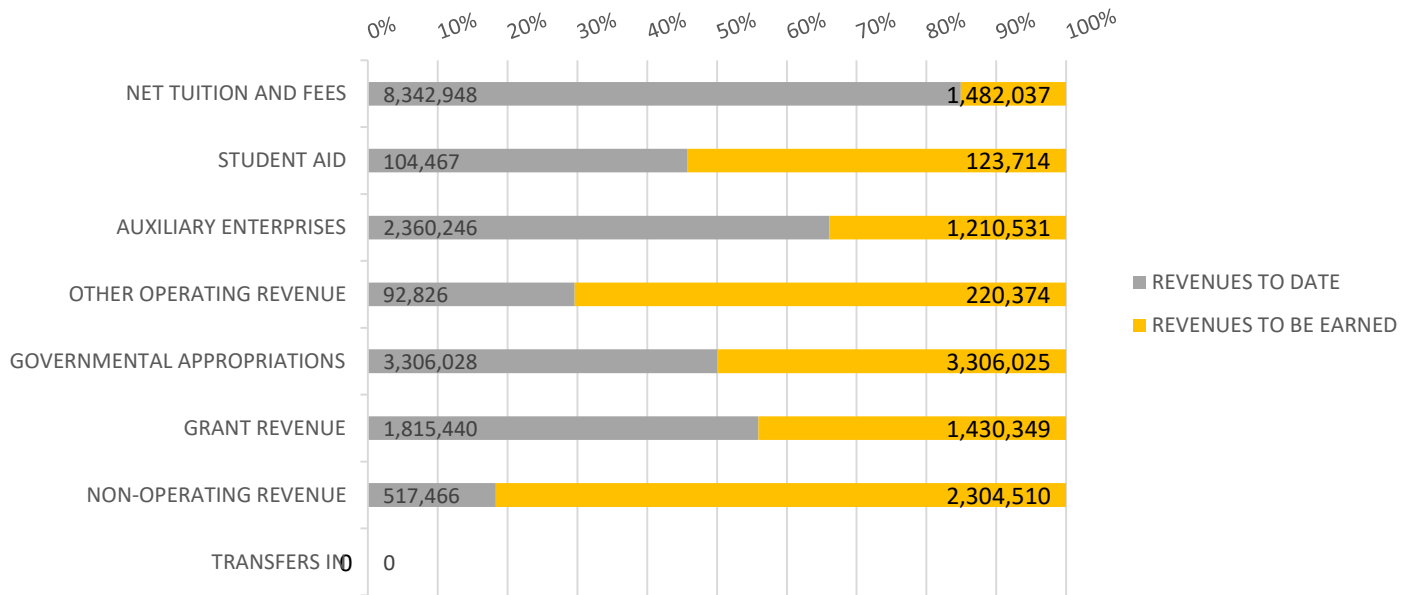
Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
November 30, 2023

ASSETS AND DEFERRED OUTFLOWS		
CURRENT ASSETS		
Cash & Cash Equivalents	15,046,834	640,075
Student Account Receivables, net	5,408,782	361,748
Property Tax Receivable	109,255	35,038
Other Receivables	8,252,414	80,380
Investments	0	(422,647)
Inventory	76,961	694,594
Prepaid Expenses	255,210	
Total Current Assets	29,149,455	
NON-CURRENT ASSETS		
Land	5,490,786	0
Capital assets	83,674,415	13,532,710
Plus: Current year additions to capital assets	1,000,730	8,872,206
Accumulated Depreciation	(39,572,436)	0
Unamortized Bond Issue Costs		514,279
Total Non-Current Assets	50,593,495	22,919,195
DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)		
	11,840,369	23,613,789
		16,634,054
TOTAL ASSETS AND DEFERRED OUTFLOWS		
	91,583,319	91,583,319
LIABILITIES, DEFERRED INFLOWS AND NET POSITION		
CURRENT LIABILITIES		
Accounts Payable		640,075
Accrued Vacation		361,748
Student Deposits		35,038
Deferred Tuition & Fees		80,380
Scholarships		(422,647)
Total Current Liabilities		694,594
NON-CURRENT LIABILITIES		
Retirement Incentive Payable		0
Other Post Employment Benefits		13,532,710
Bonds, Notes and Leases Payable		8,872,206
Accrued Interest		0
Agency		514,279
Total Non-Current Liabilities		22,919,195
Total Liabilities		23,613,789
DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)		
		16,634,054
NET POSITION		
Beginning Balance		48,857,001
Changes in Net Position		2,478,474
Total Net Position		51,335,476
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION		
		91,583,319

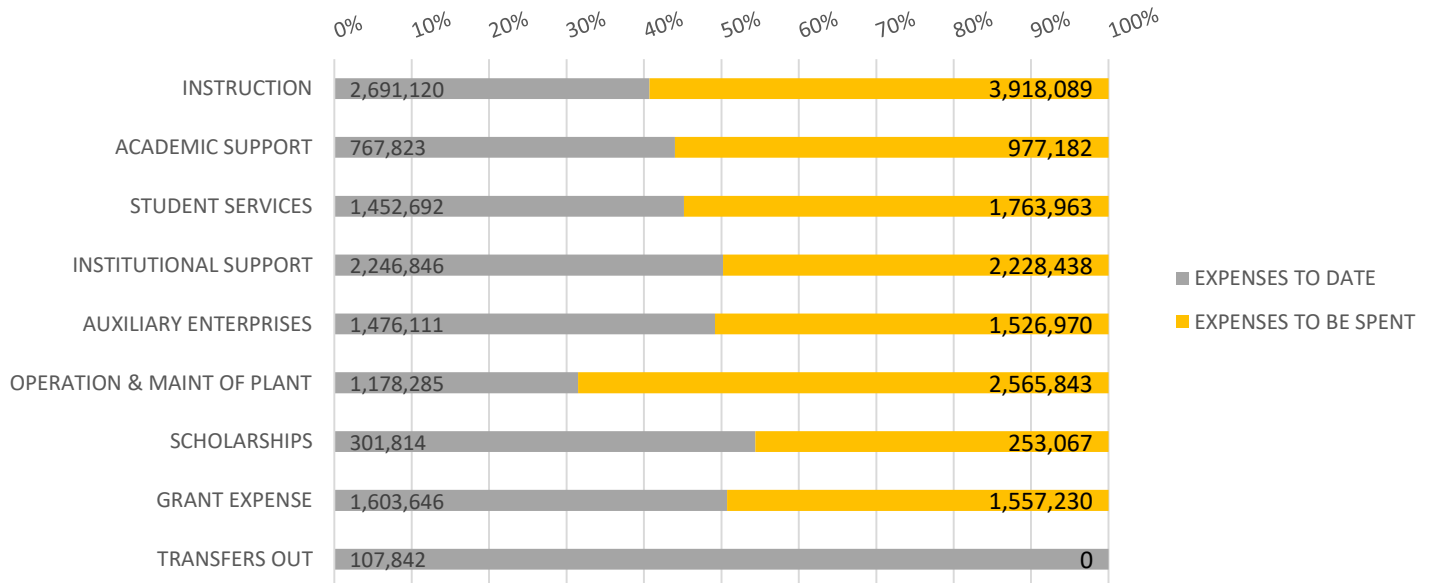
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
November 30, 2023

	July	August	September	October	November	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE									
Tuition & fees, net of bad debt allowance	4,417,553	1,315,268	(200,011)	1,335,597	195,111	7,063,519	7,156,302	(92,783)	(1.30)%
Student aid	154,887	19,016	3,974,629	493,598	153,535	4,795,665	4,460,311	335,354	7.52%
Sales & services - auxiliaries	891,173	165,698	279,201	284,192	502,592	2,122,856	1,809,645	313,211	17.31%
Other operating revenue	3,532	3,534	3,670	2,689	3,147	16,572	126,763	(110,191)	(86.93)%
Total Operating Revenue	5,467,145	1,503,516	4,057,489	2,116,077	854,385	13,998,612	13,553,021	445,591	3.29%
OPERATING EXPENSES									
Salaries & benefits	1,052,665	1,104,256	1,136,432	1,139,071	1,158,238	5,590,661	5,171,500	419,161	8.11%
Operating expenses	663,779	568,617	685,753	790,507	886,741	3,595,398	3,751,456	(156,058)	(4.16)%
Capital equipment	245,148	312,205	295,181	122,571	25,624	1,000,730	1,757,766	(757,036)	(43.07)%
Less: Transfer to capital assets	(245,148)	(312,205)	(295,181)	(122,571)	(25,624)	(1,000,730)	(1,757,766)	757,036	(43.07)%
Scholarships	209,718	29,427	4,419,537	560,796	190,168	5,409,646	5,470,946	(61,299)	(1.12)%
Depreciation & interest	223,701	235,423	228,522	224,557	223,412	1,135,614	1,077,238	58,376	5.42%
Other operating expenses	0	0	0	0	0	0	0	0	0.00%
Total Operating Expenses	2,149,864	1,937,723	6,470,244	2,714,930	2,458,558	15,731,319	15,471,139	260,180	1.68%
NON-OPERATING REVENUE (EXPENSES)									
State appropriations (less 3% hold back)	541,059	541,059	541,058	541,059	541,059	2,705,294	2,639,826	65,468	2.48%
Federal grants	49,786	129,901	288,693	649,708	(345,782)	772,307	1,692,528	(920,221)	(54.37)%
State grants	369,716	(349,824)	173,858	194,799	334,844	723,394	1,542,662	(819,268)	(53.11)%
Other grants	0	0	0	0	0	0	0	0	0.00%
Property taxes	22,669	21,750	20,008	8,370	32,107	104,903	94,073	10,830	11.51%
Investment earnings	60,778	58,289	55,026	62,815	56,301	293,210	29,918	263,291	880.03%
Gifts	3,700	0	1,000	27,500	(424,028)	(391,828)	31,710	(423,538)	(1,335.66)%
Gain (loss) on sale of assets	0	0	0	0	3,902	3,902	1,888	2,014	106.65%
Total Non-Operating Revenues (Expenses)	1,047,708	401,175	1,079,645	1,484,251	198,404	4,211,182	6,032,605	(1,821,423)	(30.19)%
CHANGES IN NET POSITION									
	4,364,989	(33,032)	(1,333,111)	885,397	(1,405,770)	2,478,474	4,114,488	(1,636,013)	(39.76)%

Budget to Actual Revenues 12/31/2023 (50%)



Budget to Actual Expenses 12/31/2023 (50%)



Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
December 31, 2023
Fiscal Year Benchmark: 50%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES	9,824,985	8,342,948	85%	1,482,037
<i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>				
STUDENT AID	228,181	104,467	46%	123,714
<i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>				
AUXILIARY ENTERPRISES	3,570,777	2,360,246	66%	1,210,531
<i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>				
OTHER OPERATING REVENUE	313,200	92,826	30%	220,374
<i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>				
GOVERNMENTAL APPROPRIATIONS	6,612,053	3,306,028	50%	3,306,025
<i>State Aid, State Maint. & Repair</i>				
GRANT REVENUE	3,245,789	1,815,440	56%	1,430,349
<i>State Grants, Federal Grants</i>				
NON-OPERATING REVENUE	2,821,976	517,466	18%	2,304,510
<i>Taxes, Interest Earnings, Gifts</i>				
TRANSFERS IN	0	0	0%	0
<i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>				
TOTAL REVENUES	26,616,961	16,539,421	62%	10,077,539

NOTE: We have recognized 62% of budgeted revenues. We have recognized 85% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2023, fall 2023, and portion of winter/spring 2024, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget, as amended. It also includes transfers out to the capital budget for items funded with operating surplus.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION	6,609,209	2,691,120	41%	3,918,089
<i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>				
ACADEMIC SUPPORT	1,745,005	767,823	44%	977,182
<i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>				
STUDENT SERVICES	3,216,655	1,452,692	45%	1,763,963
<i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>				
INSTITUTIONAL SUPPORT	4,475,284	2,246,846	50%	2,228,438
<i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>				
AUXILIARY ENTERPRISES	3,003,081	1,476,111	49%	1,526,970
<i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>				
OPERATION & MAINT OF PLANT	3,744,127	1,178,285	31%	2,565,843
<i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>				
SCHOLARSHIPS	554,881	301,814	54%	253,067
<i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>				
GRANT EXPENSE	3,160,876	1,603,646	51%	1,557,230
<i>State Grants, Federal Grants</i>				
TRANSFERS OUT	107,842	107,842	100%	0
<i>General funds-current year transfers to capital</i>				
TOTAL EXPENSES	26,616,961	11,826,178	44%	14,790,783

NOTE: We have obligated 44% of our budgeted expenses at 50% into the fiscal year. December payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not yet available at the time of this report. Budgeted increase in Net Position is a result of awarded funding sources exceeding estimates, as amended.

CHANGES IN NET POSITION	(0)	4,713,243
	(0)	4,713,243

FUNDING SOURCES

	BUDGET	SOURCES TO DATE	%	SOURCES TO DATE	SOURCES TO BE EARNED
RESTRICTED					
HEERF (CARES) federal grant	0	0	0%	0	0
Insurance proceeds	1,000,000	2,440	0%	997,560	
UNRESTRICTED					
General funds - prior year transfers in (Reserves)	2,742,514	738,039	27%	2,004,475	
General funds - current year transfers in	107,842	63,716	59%	44,127	
TOTAL FUNDING SOURCES	3,850,356	804,194	21%	3,046,162	

USES OF FUNDS

	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
Campus improvements	1,487,082	414,824	28%	1,072,258
Academic Resource Commons roof	74,382	74,381	100%	1
Westover Administration Building repairs	441,769	191,767	43%	250,002
Libla Family Sports Complex	266,798	16,798	6%	250,000
Baseball Clubhouse	266,000	0	0%	266,000
Bess Activity Center repairs	1,000,000	2,440	0%	997,560
Tinnin Fine Arts Center refurbish	35,000	14,159	40%	20,841
Student Housing	104,000	0	0%	104,000
911 Center remodel	50,000	0	0%	50,000
Fleet vehicles	125,325	89,825	72%	35,500
TOTAL EXPENSES	3,850,356	804,194	21%	3,046,162

NET SURPLUS (DEFICIT)

0	0
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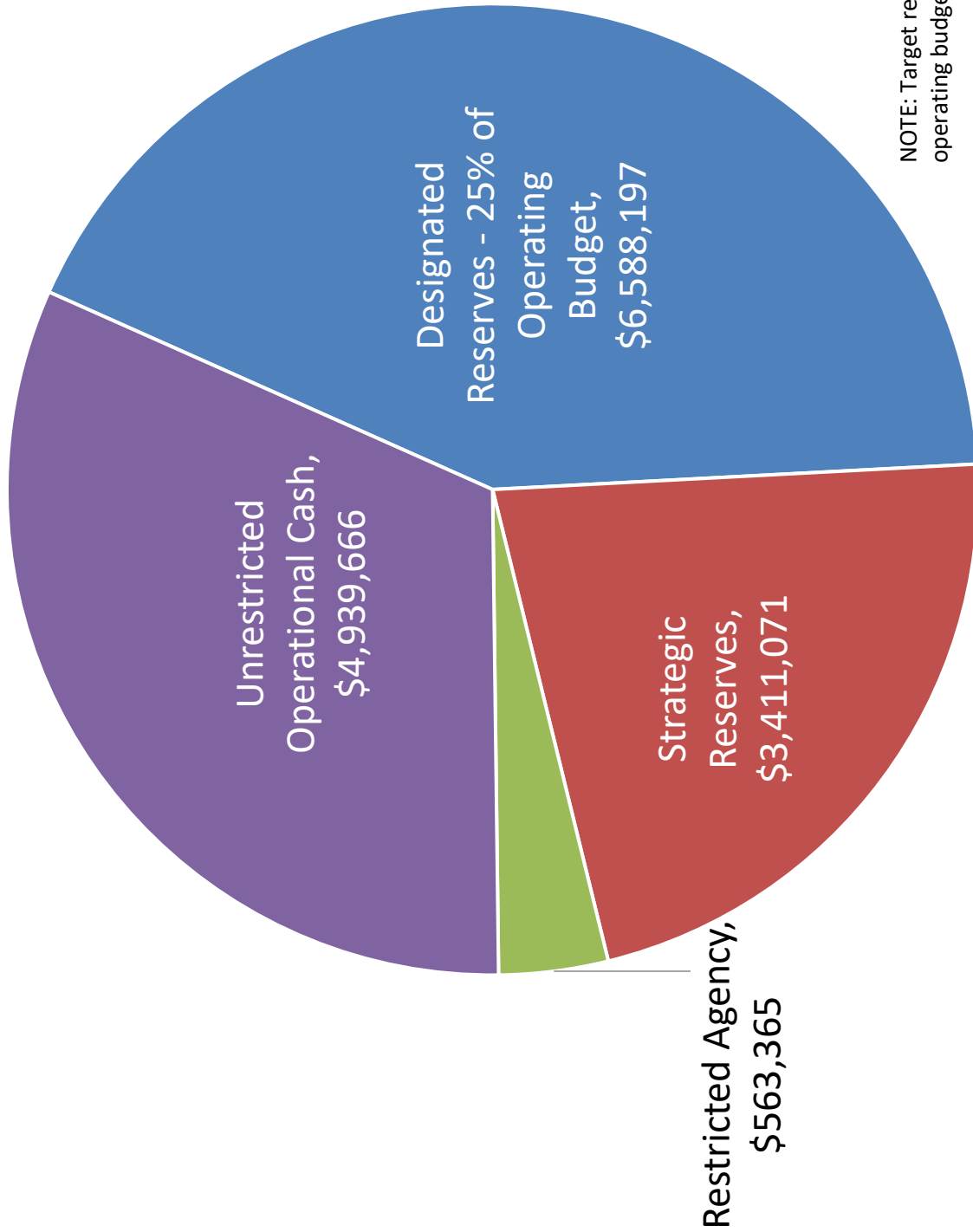
**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

January 8, 2024

	<u>12/01/23</u>	<u>01/08/24</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	600.00	600.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,688.00	1,688.00
<i>Total Cash Funds</i>	2,625.00	2,625.00
<i>General Accounts</i>		
Southern Bank - General Funds	4,705,815.13	4,572,270.34
Southern Bank - Credit Cards	161,837.42	163,700.26
<i>Total General Accounts</i>	4,867,652.55	4,735,970.60
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	62,360.42	20,732.41
Federal Clearing Account	105,038.29	71,236.80
Flexible Spending Account	5,632.79	5,653.00
<i>Total Restricted Accounts</i>	173,031.50	97,622.21
TOTAL CURRENT FUND	5,043,309.05	4,836,217.81
HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	51,359.41	51,724.31
<i>Total General Accounts</i>	51,359.41	51,724.31
TOTAL HOUSING FUND	102,718.82	103,448.62

	<u>12/01/23</u>	<u>01/08/24</u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	4,981,368.23	4,999,267.97
<i>Total Bank Accounts</i>	<u>4,981,368.23</u>	<u>4,999,267.97</u>
<i>Certificates of Deposit</i>		
People's Community Bank #0625	5,000,000.00	5,000,000.00
	-	-
<i>Total Certificates of Deposit</i>	<u>5,000,000.00</u>	<u>5,000,000.00</u>
TOTAL PLANT FUND	<u><u>9,981,368.23</u></u>	<u><u>9,999,267.97</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	560,010.11	563,365.42
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	-	-
TOTAL AGENCY FUND	<u><u>560,010.11</u></u>	<u><u>563,365.42</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$15,502,300 AS OF 01/08/2024**



NOTE: Target reserves for 25% of operating budget = \$6,588,197

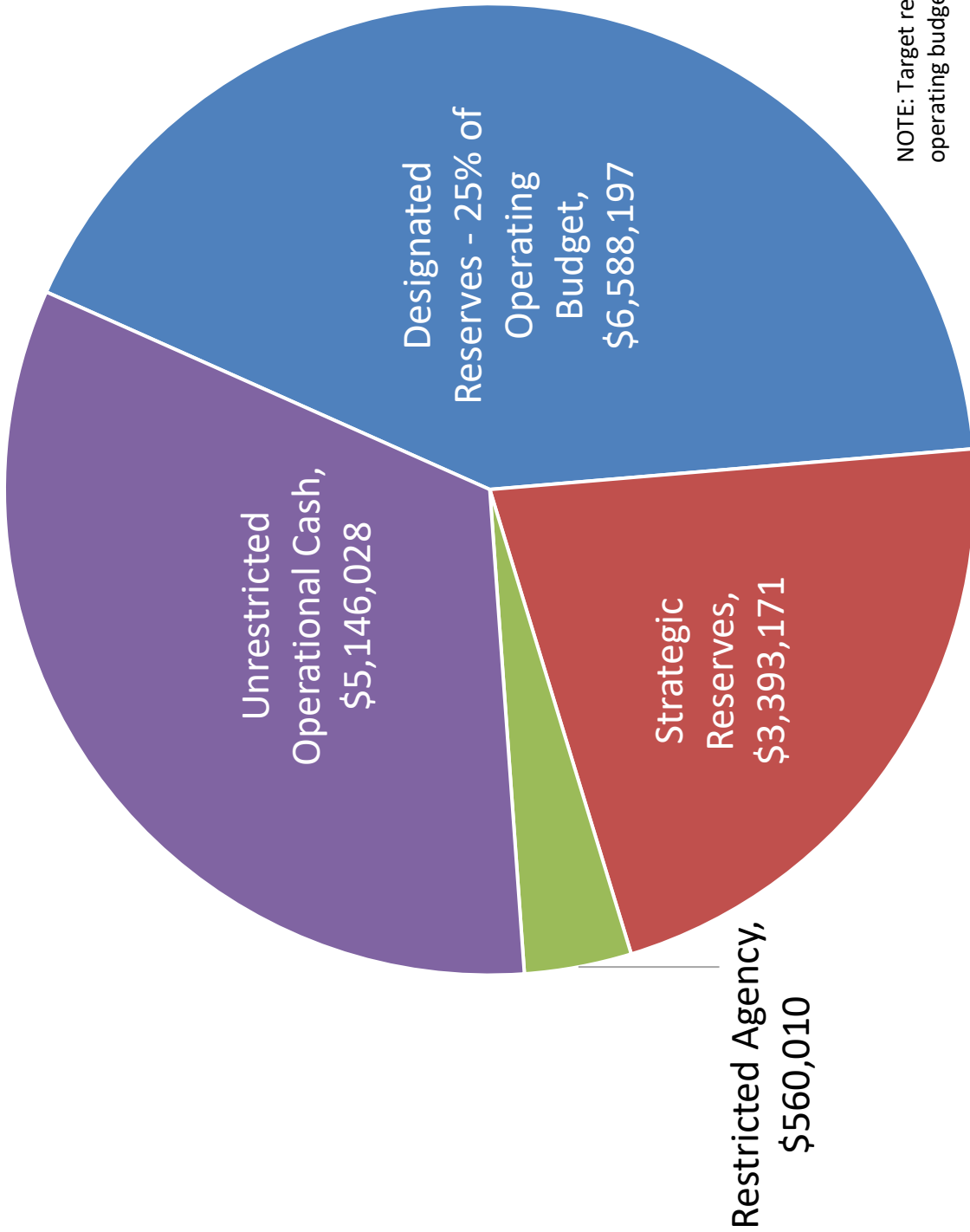
**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

December 1, 2023

	<u>11/01/23</u>	<u>12/01/23</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	600.00	600.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,688.00	1,688.00
<i>Total Cash Funds</i>	2,625.00	2,625.00
<i>General Accounts</i>		
Southern Bank - General Funds	5,763,334.01	4,705,815.13
Southern Bank - Credit Cards	188,549.35	161,837.42
<i>Total General Accounts</i>	5,951,883.36	4,867,652.55
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	27,081.07	62,360.42
Federal Clearing Account	-	105,038.29
Flexible Spending Account	5,613.14	5,632.79
<i>Total Restricted Accounts</i>	32,694.21	173,031.50
TOTAL CURRENT FUND	5,987,202.57	5,043,309.05
HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	51,359.58	51,359.41
<i>Total General Accounts</i>	51,359.58	51,359.41
TOTAL HOUSING FUND	102,719.16	102,718.82

	<u>11/01/23</u>	<u>12/01/23</u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	9,948,234.08	4,981,368.23
<i>Total Bank Accounts</i>	<u>9,948,234.08</u>	<u>4,981,368.23</u>
<i>Certificates of Deposit</i>		
People's Community Bank #0625	-	5,000,000.00
	-	-
<i>Total Certificates of Deposit</i>	<u>-</u>	<u>5,000,000.00</u>
TOTAL PLANT FUND	<u><u>9,948,234.08</u></u>	<u><u>9,981,368.23</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	548,537.90	560,010.11
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	-	-
TOTAL AGENCY FUND	<u><u>548,537.90</u></u>	<u><u>560,010.11</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$15,687,406 AS OF 12/01/2023**



THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF December 31, 2023

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
8070625	People's Community Bank	5.650	02/20/24	3 mths	5,000,000.00	Contingency
Total Contingency Fund					<u>5,000,000.00</u>	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF December 31, 2023

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Total Agency Fund CD's					<u>\$ -</u>	

Three Rivers College
CD Report
As of December 31, 2023

Investment CDs

Bank Account Interest Rate

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	80% of the 91 Day T Bill

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

Responses

Bank	People's Community Bank	First Missouri State Bank	The Bank of Missouri	Bank of Grandin	Commerce Bank	Southern Bank
Amount	5,000,000.00	250,000.00	5,000,000.00	5,000,000.00	>1,000,000	5,000,000.00
3 months	5.65%				5.25%	
6 months	5.55%			5.18%	5.40%	5.25%
9 months						
1 year	5.40%	5.40%	5.42%	5.09%	5.25%	5.20%

CDs Transferred

\$5,000,000 was used to buy a CD @ 5.65% for 3 months from People's Community Bank.

Endowment CDs Redeemed for Investment
--

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

Endowment CDs Transferred to Endowment Trust

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Months of NOVEMBER & DECEMBER 2023

Current Fund:	General Fund - Southern Bank	\$ 2,343,591.17
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>40,038.90</u>
	Grand Total	<u><u>\$ 2,383,630.07</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 17th day of January 2024.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COLLEGE
BID REPORT
AS OF JANUARY 9, 2024**

Athletic Insurance

Status: Closed
Open Date: 12/13/2023
Close Date: 1/8/2024
Funding Source: General Revenue
Bids Submitted:

Gallagher Student Health and Special Risk	Quincy, MA
---	------------

Bid Awarded: No
Recommendation: Gallagher Student Health and Special Risk \$ 118,194.00

**THREE RIVERS COMMUNITY COLLEGE
BID REPORT
AS OF NOVEMBER 14,2011**

Athletic Bus Travel

Charter bus travel for all sports teams for the 2011-2012 athletic season

Status: CLOSED

Open Date: 09/07/11

Close Date: 09/15/11

Funding Source: General Revenue

Bids Submitted:

Huskey Trailways	Festus, MO
Four Winds Travel	Doniphan, MO

Bid Awarded: Four Winds Travel Doniphan, MO \$99,377.00

CONSIDERATION OF APPROVAL FOR ATHLETIC TEAMS INSURANCE

BACKGROUND INFORMATION

HISTORY

The College advertised for bids for both Basic Sports Accident and Catastrophic Sports Accident policies. Responses were received as follows:

Bidders Meeting Bid Specifications:

<u>Name of Broker</u>	<u>Company</u>	<u>Deductible</u>	<u>Basic Sports Accident Policy</u>	<u>Catastrophic Sports Accident Policy</u>
Gallagher Student Health & Special Risk				
	Zurich	\$0	\$163,000.00	\$5,433.00
	The Hartford	\$0	\$161,916.00	
	QBE Insurance Corporation	\$0	\$190,252.00	
	Berkley Accident & Health	\$0	\$138,316.00	
	Starr Indemnity	\$0	\$112,761.00	
	AIG	\$0	\$189,500.00	
	Crum & Foster	\$0	\$178,337.00	

FINANCIAL IMPLICATIONS

Our current policy has a zero deductible and premiums for the 12-month period for 2023 were \$97,500.00 for the Basic Sports Accident Policy and \$5,577.00 for the Catastrophic Policy, totaling \$103,077.00. Gallagher Student Health & Special Risk's total submitted bid for 2024, with a zero deductible, would result in a \$15,117.00 annual increase. The increase is attributable to a higher claims paid out versus premiums paid in ratio from calendar year 2022 to calendar year 2023.

ADMINISTRATIVE RECOMMENDATIONS

As Gallagher Student Health & Special Risk is the incumbent and they are offering the best, comparative pricing, based on a zero deductible, it is recommended that the College accept the Basic Sports Accident policy bid from Gallagher Student Health & Special Risk through Starr Indemnity (\$112,761.00) as well as their proposed Catastrophic Sports Accident policy through Zurich American Insurance Company (\$5,433.00).

Consideration of Personnel Action
Employment of Personnel
Admissions Recruiter

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: A'Lexus Samonte

POSITION TITLE: Admissions Recruiter

SALARY: \$13.15

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: January 16, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	Three Rivers College Poplar Bluff, MO	Psychology

EXPERIENCE

<u>01/2023 – 07/2023</u>	<u>Boys and Girls Club</u>	<u>Youth Development</u>
	<u>Poplar Bluff, MO</u>	<u>Professional</u>

(01.17.2024)

Consideration of Personnel Action
Employment of Personnel
Instructor, Surgical Technology

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

X Faculty – New Position

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Daniel “Sonny” Braymer

POSITION TITLE: Instructor, Surgical Technology

SALARY: \$41,377

FULL-TIME X PART-TIME: _____

9 months _____ 10 months X 11 months _____ 12 months _____

Other: Non-tenure track

STARTING DATE: January 8, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
Certificate	St. Louis Community College St. Louis, MO	Surgical Technology
AAS	Southwestern Illinois College Belleville, IL	Computer-Aided Drafting
BS	Greenville University Greenville, IL	Organizational Leadership
MS	Regis University Denver, CO	Organization Leadership

EXPERIENCE _____

<u>01/2023 - present</u>	<u>St. Louis Community College St. Louis, MO</u>	<u>Adjunct Professor/Surgical Technology</u>
<u>07/2022 – 12/2022</u>	<u>Pinckneyville Community Hospital Pinckneyville, IL</u>	<u>Traveler – Surg Tech</u>
<u>03/2022 – 07/2022</u>	<u>Renown Hospital Reno, NV</u>	<u>Traveler – Surg Tech</u>
<u>07/2021 – 07/2022</u>	<u>Boone Hospital Columbia, MO</u>	<u>Traveler – Surg Tech</u>

01.17.2024

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Nursing Secretary in Sikeston

BACKGROUND INFORMATION

HISTORY

Angela Seabaugh has been employed as the Part-time Nursing Secretary in Sikeston since February 2023. She has submitted her request for resignation, effective December 15, 2023.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Seabaugh's resignation and proceed with review of the position and the appropriate replacement process.

01.17.2024

From: [Andrea Pierce](#)
To: [Will Cooper](#); [Kristina McDaniel](#)
Subject: FW: resignation
Date: Wednesday, December 6, 2023 8:24:31 AM

I just received this email this morning.

Andrea Pierce, MSN, RN
Director Practical Nursing
Three Rivers College
Office Phone: 573-840-9672 ext. 8294
E-mail: apierce@trcc.edu
trcc.edu

From: Angela Seabaugh <aseabaugh@trcc.edu>
Sent: Wednesday, December 6, 2023 8:20 AM
To: Laura McElroy <lmcelroy@trcc.edu>; Andrea Pierce <apierce@trcc.edu>; Lindsey Pikey <lpikey@trcc.edu>; Missy Marshall <mmarshall@trcc.edu>; Sarah Lamb <slamb@trcc.edu>
Subject: resignation

Ladies,

Some of you may know that my husband got sick earlier this fall and missed a lot of work while in the hospital etc. Since then, we have had some changes that have not improved like I was hopeful we would bounce back. With that change my husband recently took a new job and that is why I need to resign from the company and go back to nursing. Now that deadlines for the programs are behind us, I plan to finish up the evals for the bridge program to get them all in as well as get all paperwork in updated files for both programs and get paperwork ready for the orientation for the PN program. My last day will need to be Friday, Dec. 16, 2023. I'm not sure if there is any forms that need to be filled out for exit etc. but I can do whatever else needs finished before then. Thank you for this opportunity, it has been a learning experience and I appreciate everyone's patience while I learned all there was to do.

Angela Seabaugh

Part-Time Nursing Secretary, Sikeston
Three Rivers College
Email: aseabaugh@trcc.edu
Phone: 573-472-5223 x5420
Fax: 573-840-9055
trcc.edu

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Chief Academic Officer/Dean of Instruction

BACKGROUND INFORMATION

HISTORY

Dr. Sherry Phelan has been employed as the Chief Academic Officer/Dean of Instruction since July 2021. She has submitted her request for resignation, effective December 15, 2023.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded administrative position.

ADMINISTRATIVE RECOMMENDATION

Accept Dr. Phelan's resignation and proceed with review of the position and the appropriate replacement process.

01.17.2024



THREE RIVERS COLLEGE

Poplar Bluff Campus
2080 Three Rivers Blvd. | Poplar Bluff, MO 63901
Phone: 573-840-9600 | Toll Free: 877-879-8722
trcc.edu

December 15, 2023

Wesley A. Payne, Ph.D.
President
Three Rivers College
2080 Three Rivers Blvd.
Poplar Bluff, MO 63901

Dr. Payne,

Please accept this letter as my resignation of employment from Three Rivers College, effective immediately.

Sincerely,

Sherry A. Phelan

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Administrative Assistant, Technology and Computer Services

BACKGROUND INFORMATION

HISTORY

Ms. Penny Sitzes has been employed full-time with the College since October 2012. She has served in multiple departments but most recently as the Administrative Assistant for Technology and Computer Services. She has submitted her request for retirement, effective March 1, 2024.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Sitzes' request for retirement and proceed with review of the position and the appropriate replacement process.

01.17.2024

January 9, 2024

Dr. Wesley Payne, President
Three Rivers College
2080 Three Rivers Blvd.
Poplar Bluff, MO 63901

Dr. Payne:

It is with both sadness and excitement that I am notifying you of my plans to retire from the College effective March 1, 2024. It has been an honor and blessing to have worked with the many fine people at Three Rivers who care about the education and personal welfare of the students that attend here. Thank you for the opportunity afforded me over the past 11 years. May God richly bless Three Rivers College, its personnel, and students!

Sincerely,

Penny Sitzes

Penny Sitzes

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Administrative Assistant, Financial Aid to Senior Administrative Assistant, Instruction

BACKGROUND INFORMATION

HISTORY

Abby Brewer has been employed as the Administrative Assistant to Financial Aid since August 2021. Prior to this role, she was a student employee since 2019. Ms. Brewer applied for and was interviewed for the Senior Administrative Assistant to Instruction position. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Abby Brewer to this position. She will assume the duties, effective December 3, 2023.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded non-exempt position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Abby Brewer.

01/17/2024

DAR articles

(dated November 8, 2023 – January 9, 2024)

- Nov. 8:** Deadline nears to apply for Behavioral Health Support program
Three Rivers to host Lincoln Trail in doubleheader (basketball)
- Nov. 14:** Raider Recap: Next Game – Men: Friday vs. NE Mississippi (@ Park Hills);
Women: Wednesday vs. John A. Logan
- Nov. 16:** Raider Recap: Three Rivers Lady Raiders defeated John A Logan on Wednesday in
Carterville, IL to improve to 6-1 on the year. Next game: Men – Friday vs. NE
Mississippi (@ Park Hills); Women – Nov. 24 vs. Angelina College (Athens, Texas)
- Nov. 17:** TRC to start prison education effort
- Nov. 18:** Raiders fall to NE Miss., Look to Link Year Prep
- Nov. 21:** TRC nominees Reed, Naegler awarded
Lady Raiders tabbed 11th in Latest NJCAA Poll
- Nov. 22:** TRC presents artist reception, “A Christmas Carol”
Lady Raiders tabbed 11th in Latest NJCAA Poll
- Nov. 25:** TRC Starts Classic with a Win (Men’s Basketball)
Lady Raiders Grab win in Texas
- Nov. 28:** Raider Recap
- Nov. 29:** TRC gains new resources
Three Rivers gifted first major donation
- Nov. 30:** Three Rivers women down Vincennes
- Dec. 5:** TRC fire science scholarship available
TRC’s Byrd scholarship increased
Raiders, Lady Raiders wrap up busy weekend
- Dec. 9:** Raiders, Lady Raiders hit court Saturday
- Dec. 12:** Raiders, Lady Raiders with a Saturday sweep at Libla
- Dec. 14:** Lady Raiders riding high but never satisfied

- Dec. 16:** TRC offers six studio art classes in January
Three Rivers hoops expanding reach with live-streaming
- Dec. 20:** TRC adds private guitar lessons to college credit course list
- Jan. 2:** TRC awards scholarships
- Jan. 9:** Lady Raiders take out Wabash Valley

UPCOMING EVENTS

American Red Cross Blood Drive: 10 a.m.- 3 p.m. February 1, Bess Conference Room

AG Connect 2024: 9 a.m.-2 p.m. February 2 - February 3, Bess Activity Center

Annual Jazz Festival, Evening 1: 7 p.m. February 8, TINN Theater. The annual TRC Music Department's tribute to jazz begins with a concert that showcases area junior high school, high school, and College jazz groups.

Patrons of the Arts performance, *Jubilation Jazz*: 7 p.m. February 9, TINN Theater. A diverse group of musicians from across the state of Arkansas perform a unique blend of gospel, patriotic, and big band era arrangements. Sponsored by Boyt Engineering and brought to you by the Patrons of the Arts. Tickets: \$15

Annual Jazz Festival, Evening 2: 7 p.m. February 8, TINN Theater. The Jazz Festival continues with the Three Rivers Jazz Band and the Southeast Missouri All-District Jazz Band, featuring select high school jazz players.

Valentines Dinner and Show: 6 p.m. February 14, TINN Lobby. Join us for a special evening brought to you by Patrons of the Arts, featuring a special dinner catered by Tasteful Creations and an entertaining show by the masterful pianist and Missouri native, Michael Michelson, "The Piano Man." Dinner is sponsored by the Daily American Republic and the performance by Sterling Bank. Doors open at 5:30 p.m. with music beginning at 6 and dinner at 6:30. Tickets are \$60; seating available for 100. Contact Melody Dolle-Ducote for tickets.

Raiders Basketball:

Jan. 17, 7 p.m.: vs Moberly Area CC
Jan. 24, 7 p.m.: vs. St. Louis CC
Jan. 31, 7 p.m.: vs. Mo State Univ-West Plains
Feb. 10, 7:30 p.m.: vs. State Fair CC
Feb. 14, 7 p.m.: vs Mineral Area College

Lady Raiders Basketball:

Jan. 17, 5 p.m.: vs. Moberly Area CC
Jan. 31, 5 p.m.: vs. Crowder College
Feb. 5, 6 p.m.: vs. Williams Baptist JV
Feb. 10, 5 p.m.: vs. State Fair CC
Feb. 14, 5 p.m.: vs Mineral Area College

Raiders Baseball:

Feb. 17, 12 & 3p.m.: NIACC
Feb. 18, 12 p.m.: NIACC

For the most current information on upcoming events, view the College Calendar at trcc.edu/events.

