

11:00 a.m. Three Rivers Board of Trustees Luncheon, Employee Lounge, Westover Admin Building  
12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room, Westover Admin Building

**A G E N D A**  
**REGULAR SESSION**  
**Wednesday, September 20, 2023**  
**12:00p.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 August 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
  6. Budget Amendments
- 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**
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
  1. Acceptance of Employment
    - a) Christy Robertson, University Center Part Time
    - b) Hannah Cash, Full-Time, Admissions Recruiter
    - c) Lisa Murphy, Part-time Education Coordinator ETS

\*Representatives of the news media may obtain copies of this Agenda by contacting Melody Ducote, Executive Assistant to the President, 573-840-9698

2. Transfer of Position

- a) Ivannah Bratton Student Services Advisor II
- b) Cassie Knox Coordinator, Testing Services

3. Resignations and Retirements

- a) Valjeane Burge, Administrative Assistant Workforce Development

**VIII. Appendix**

- 1. Informational Items
- 2. Upcoming Events
- 3. Recent Newspaper Articles

**IX. FY24 Board of Trustees Meeting Dates**

- Wednesday, October 18, 2023
- Wednesday, November 15, 2023
- Wednesday, January 17, 2024
- Wednesday, February 21, 2024
- Wednesday, March 20, 2024
- Wednesday, April 17, 2024
- Wednesday, May 15, 2024
- Wednesday, June 19, 2024

**X. Adjournment**

**BOARD OF TRUSTEES  
THREE RIVERS COLLEGE  
August 23, 2023**

The regular meeting of the Board of Trustees began at 12:05 p.m. on Wednesday, August 23, 2023.

**CALL TO ORDER**

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

**ATTENDANCE**

Dr. Tim Hager delivered the invocation.

**INVOCATION**

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

**APPROVAL OF BOARD  
MEETING AGENDA**

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

**APPROVAL OF THE APRIL  
BOARD MEETING MINUTES**

Charlotte reviewed the Budget to Actuals as of the end of June 2023. The unaudited results at the end of FY'23 reflect a positive change in Net Position. As of the end of July 2023, we are 8% into the new fiscal year and have recognized 23% of our budgeted revenues and obligated 6% of our budgeted expenses.

**APPROVAL OF  
FINANCIAL REPORT**

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:

**PRESIDENT'S REPORT**

Ms. JoNell Siefert presented the results from our Three Rivers 31<sup>st</sup> Drama Camp, which she directed. This year all 40 spots were filled, with a waiting list. The camp was successful and next year we will have a two-week camp due to the demand. Ms. Siefert sold \$500 in program ads from local businesses.

**DRAMA CAMP**

Coach Chad Phipps spoke about Battle of the Bulls. The event was successful, and the rodeo team made money off the event to assist with their future scholarships and expenses.

#### **BATTLE OF THE BULLS**

Dr. Payne spoke on the enshrinement ceremony for Coach Gene Bess.

#### **NAISMITH HALL OF FAME**

Fall Convocation was a success. Dr. Payne presented on the focus on moving forward. Convocation was a successful experience, and a good time was had by all.

#### **FALL CONVOCATION**

Dr. Payne spoke about the new school year starting and that that it is always good to see the students back on campus.

#### **FIRST DAY OF CLASSES**

#### **Upcoming Events:**

Raider Resource Days  
ACHIEVE It Kickoff Sessions  
Patrons of the Arts Kickoff  
Job Fair with Missouri Job Center  
Brewin' Business Coffee Event  
Music Bingo – September 8  
Run for the Arts – September 9  
Meet The Raiders – September 11  
How to Spot a Narcissist  
Nursing Accreditation Site Visit

#### **UPCOMING EVENTS**

Trustee Richardson made the motion to enter executive session at 12:28p.m. With a second by Trustee Hager, the board was polled as follows: Trustee Williams (Absent), Trustee Featherston, yes; Trustee Richardson, yes, Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes.

#### **EXECUTIVE SESSION**

After the discussion of the settlement agreement, trustee Garrison made the motion to ratify the settlement agreement. With a second by Trustee Hager, the board was polled as follows: Trustee Williams, (absent); Trustee Featherston, yes; Trustee Richardson, yes; Trustee Hager, yes; Trustee Garrison, yes; and Trustee Shalk, yes.

#### **ITEMS FOR DISCUSSION CONSIDERATION AND VOTE**

#### **RATIFICATION OF SETTELMENT AGREEMENT**

Trustee Featherston 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 Williams, (absent); Trustee Featherston, yes; Trustee Richardson, (absent), Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes.

**CONSIDERATION AND  
APPROVAL OF ALL  
PERSONNEL ACTION AND  
ASSOCIATED DOCUMENTS**

There being no further business, Trustee Featherston, made the motion to adjourn the meeting at 1:36 p.m. and with a second by Trustee Garrison, the motion passed unanimously.

**ADJOURNMENT**

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CHAIRMAN

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APPROVAL DATE

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SECRETARY

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APPROVAL DATE

**BOARD OF TRUSTEES  
THREE RIVERS COLLEGE  
TAX LEVY RATE MEETING  
AUGUST 23, 2023**

The special meeting of the Board of Trustees was held in the Board Room, Westover Administration Building at the college in Poplar Bluff, Missouri, on Wednesday, August 23, 2023, at 12:00 p.m.

**AUGUST 23, 2023**

Those present included: Trustees Eric Schalk, Chair, Darren Garrison; Dr. Tim Hager secretary; Dr. Amber Richardson, member; Gary Featherston, member; and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer, College Attorney; Melody Ducote, recording secretary.

**ATTENDANCE**

There were no members of the public in attendance to present views or discussion on the tax rate.

Trustee Hager announced that the purpose of the meeting was to set the rate of taxation to be established for the Three Rivers Community College District for calendar year 2022.

**PURPOSE OF CALLED MEETING**

Trustee Hager moved (1) The rate of taxation for the calendar year 2022 be set at point two three three zero, (0.2330), as recommended by the State Auditor, on each one hundred dollars of assessed valuation of property within the college taxing district; and that (2) Certification of same be forwarded to the county officials at the appropriate time. This rate reflects no change in taxation rate.

**ESTABLISHMENT OF TAX LEVY FOR CALENDAR YEAR 2023**

The motion was seconded by Trustee Garrison and the board was polled: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk yes; Trustee Williams, (Absent).

There being no further business, the board unanimously approved to adjourn the meeting at 12:02 p.m. on a motion by Trustee Hager and a second by Trustee Featherston.

**ADJOURNMENT**

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CHAIRMAN

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APPROVAL DATE

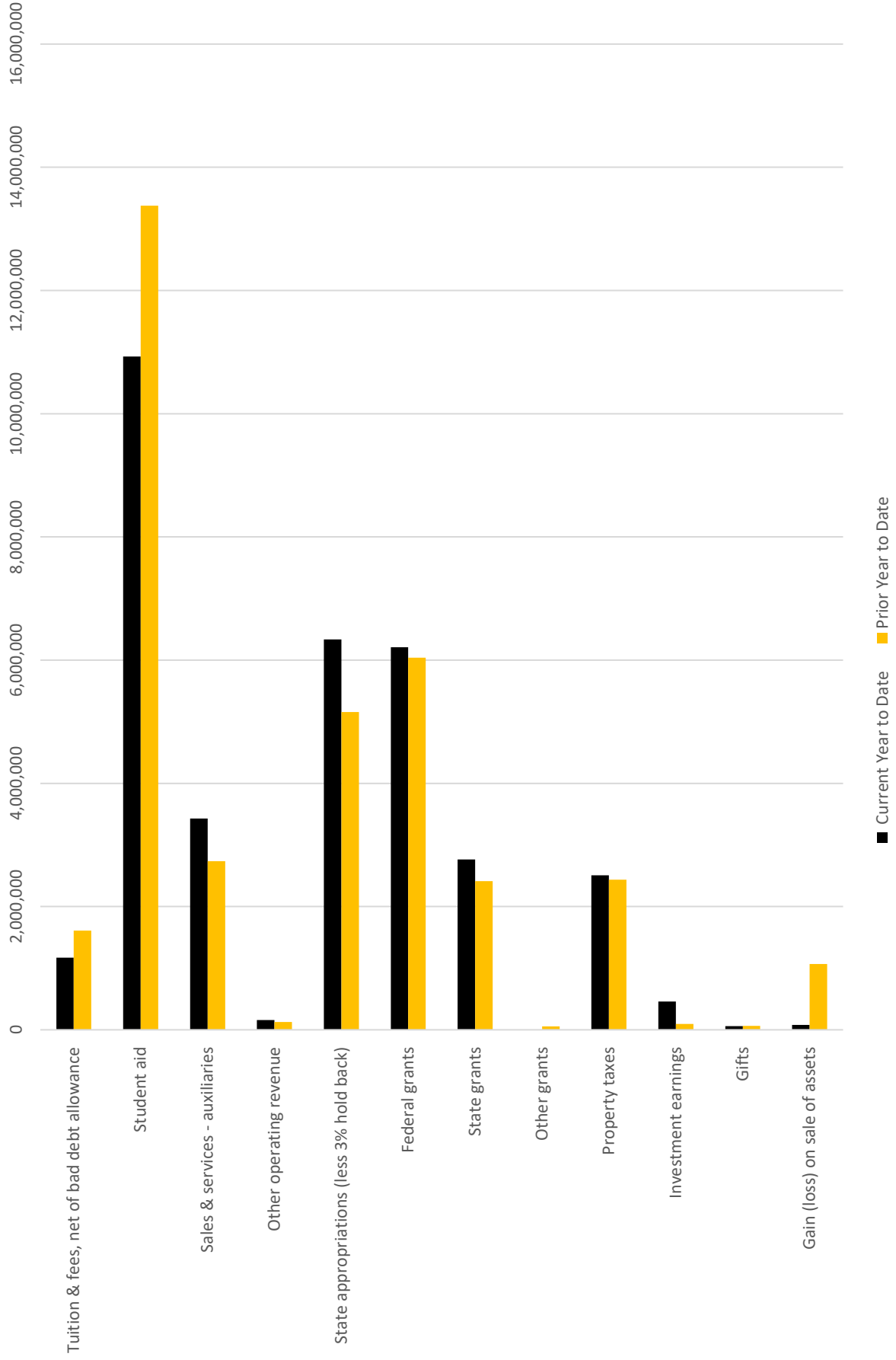
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SECRETARY

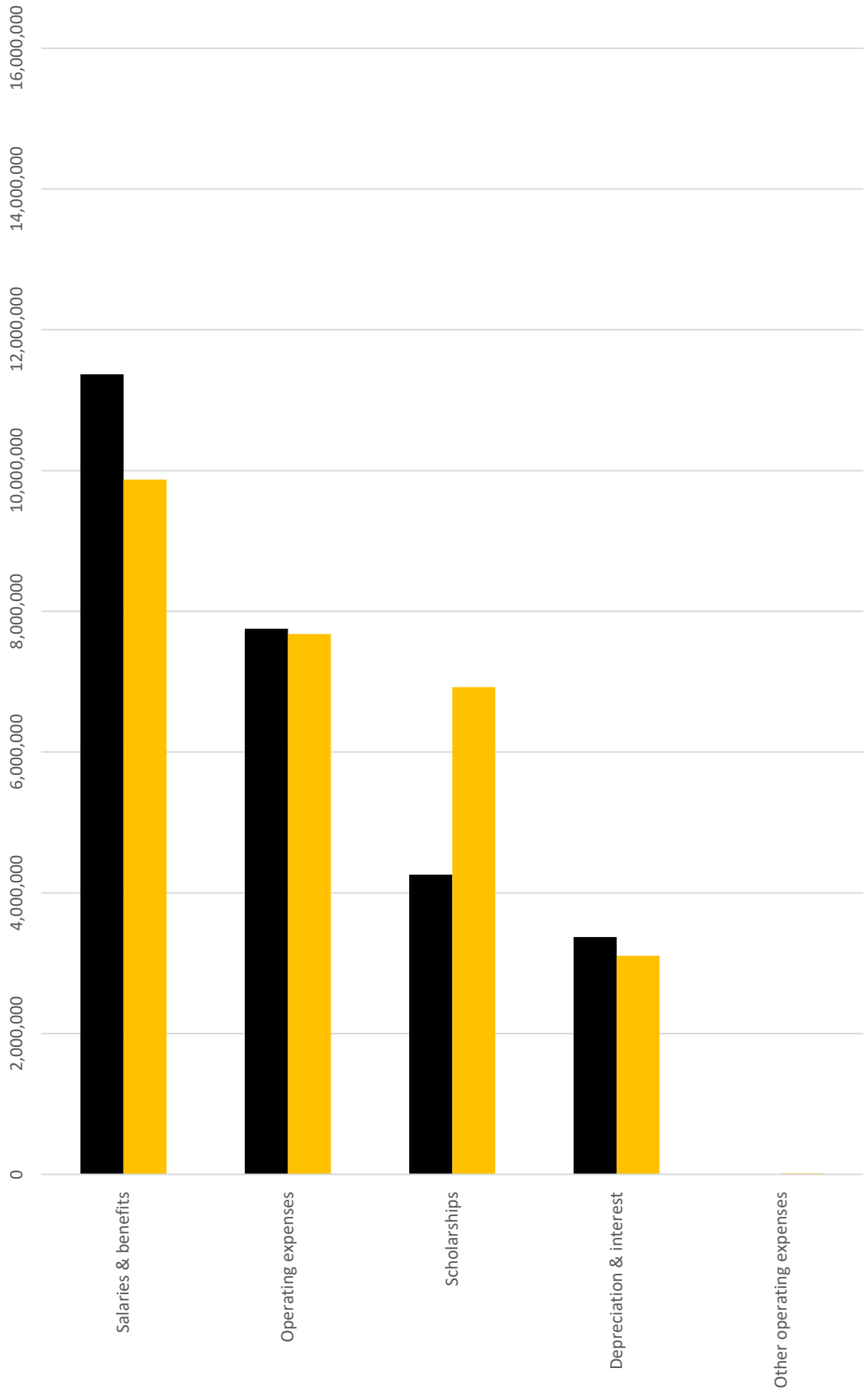
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APPROVAL DATE

# YTD Comparison to Previous Year 06/30/2023



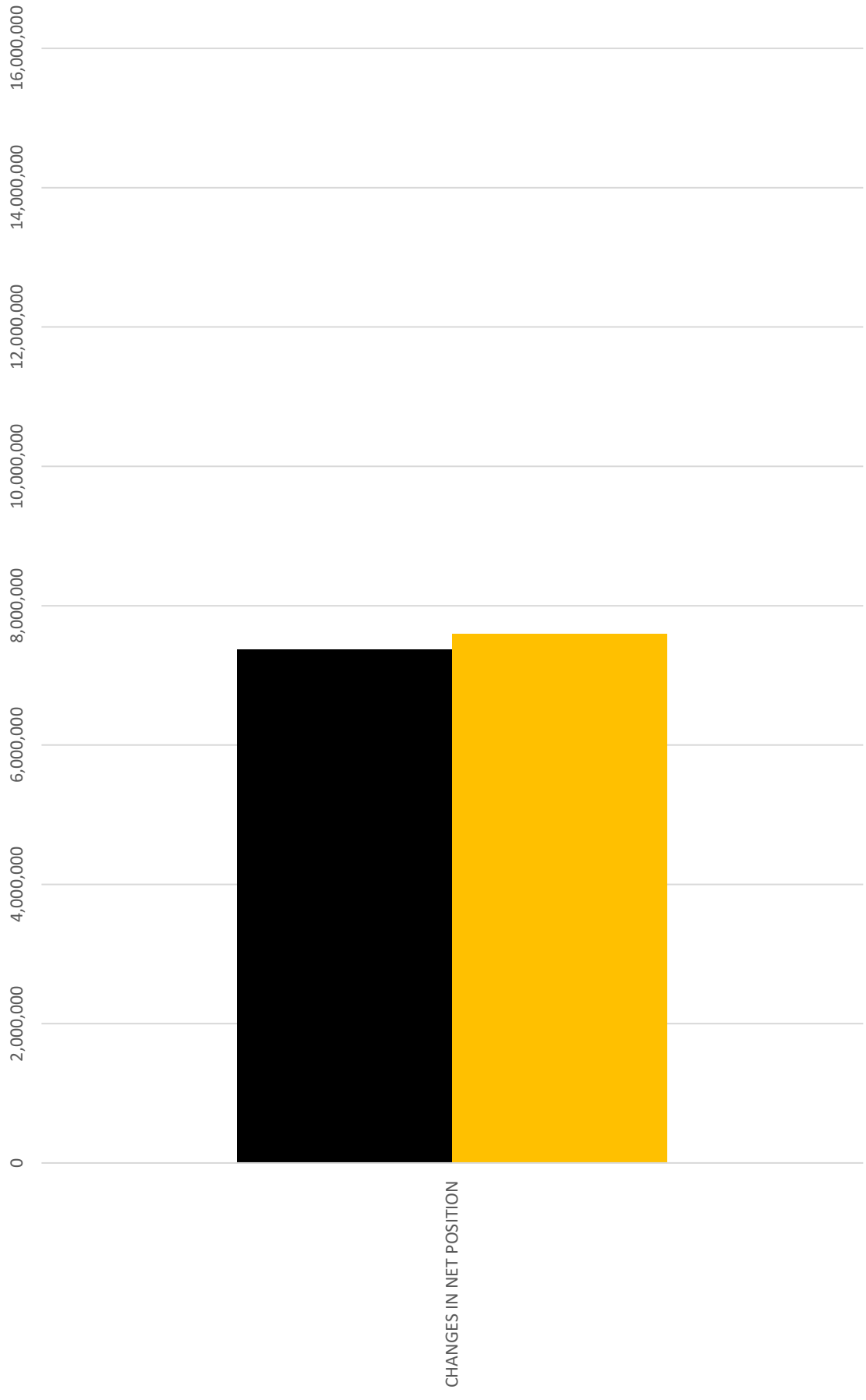
YTD Comparison to Previous Year  
06/30/2023



■ Current Year to Date ■ Prior Year to Date



# YTD Comparison to Previous Year 06/30/2023



■ Current Year to Date ■ Prior Year to Date

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

**ASSETS AND DEFERRED OUTFLOWS**

<b>CURRENT ASSETS</b>	
Cash & Cash Equivalents	17,608,792
Student Account Receivables, net	4,997,881
Property Tax Receivable	109,255
Other Receivables	9,653,454
Investments	0
Inventory	76,961
Prepaid Expenses	255,210
<b>Total Current Assets</b>	<b>32,701,552</b>
<b>NON-CURRENT ASSETS</b>	
Land	5,490,786
Capital assets	83,714,565
Plus: Current year additions to capital assets	0
Accumulated Depreciation	(38,517,132)
Unamortized Bond Issue Costs	0
<b>Total Non-Current Assets</b>	<b>50,688,219</b>
<b>DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)</b>	
	11,842,982
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>95,232,753</b>

**LIABILITIES, DEFERRED INFLOWS AND NET POSITION**

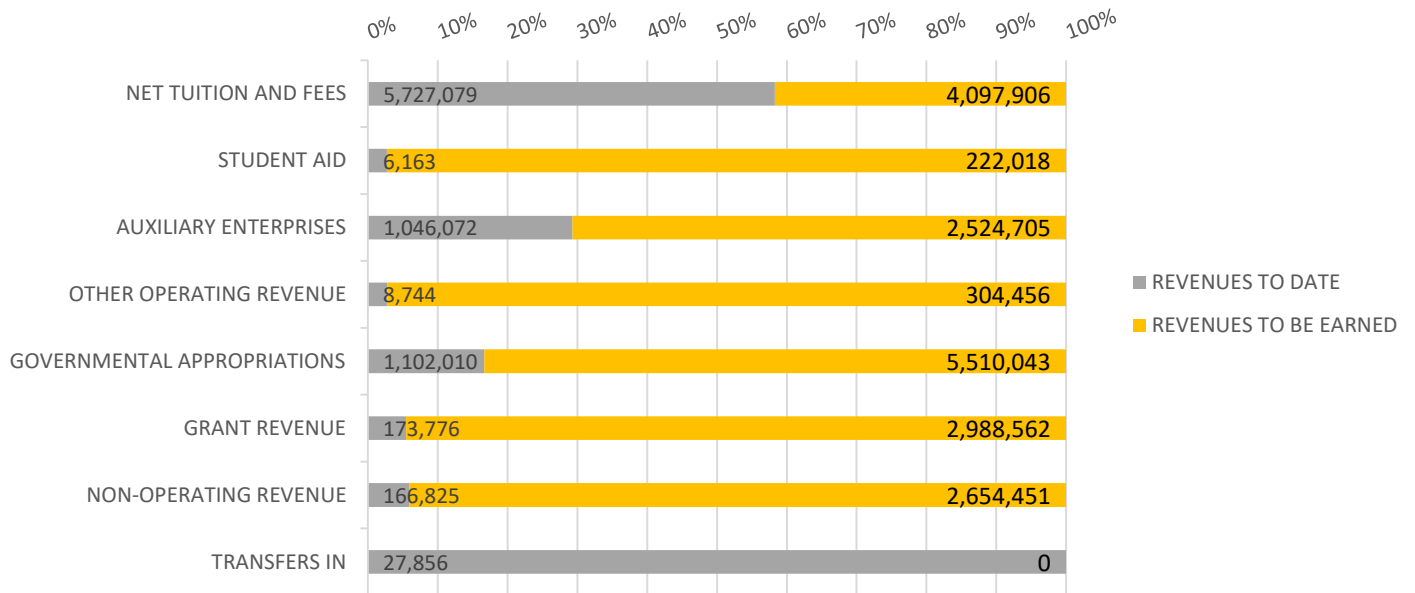
<b>CURRENT LIABILITIES</b>	
Accounts Payable	1,119,963
Accrued Vacation	339,127
Student Deposits	25,900
Deferred Tuition & Fees	4,541,075
Scholarships	9,099
<b>Total Current Liabilities</b>	<b>6,035,164</b>
<b>NON-CURRENT LIABILITIES</b>	
Retirement Incentive Payable	0
Other Post Employment Benefits	13,420,206
Bonds, Notes and Leases Payable	9,636,231
Accrued Interest	75,555
Agency	453,171
<b>Total Non-Current Liabilities</b>	<b>23,585,163</b>
<b>Total Liabilities</b>	<b>29,620,327</b>
<b>DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)</b>	
	16,717,400
<b>NET POSITION</b>	
Beginning Balance	41,532,251
Changes in Net Position	7,362,775
<b>Total Net Position</b>	<b>48,895,026</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	<b>95,232,753</b>

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

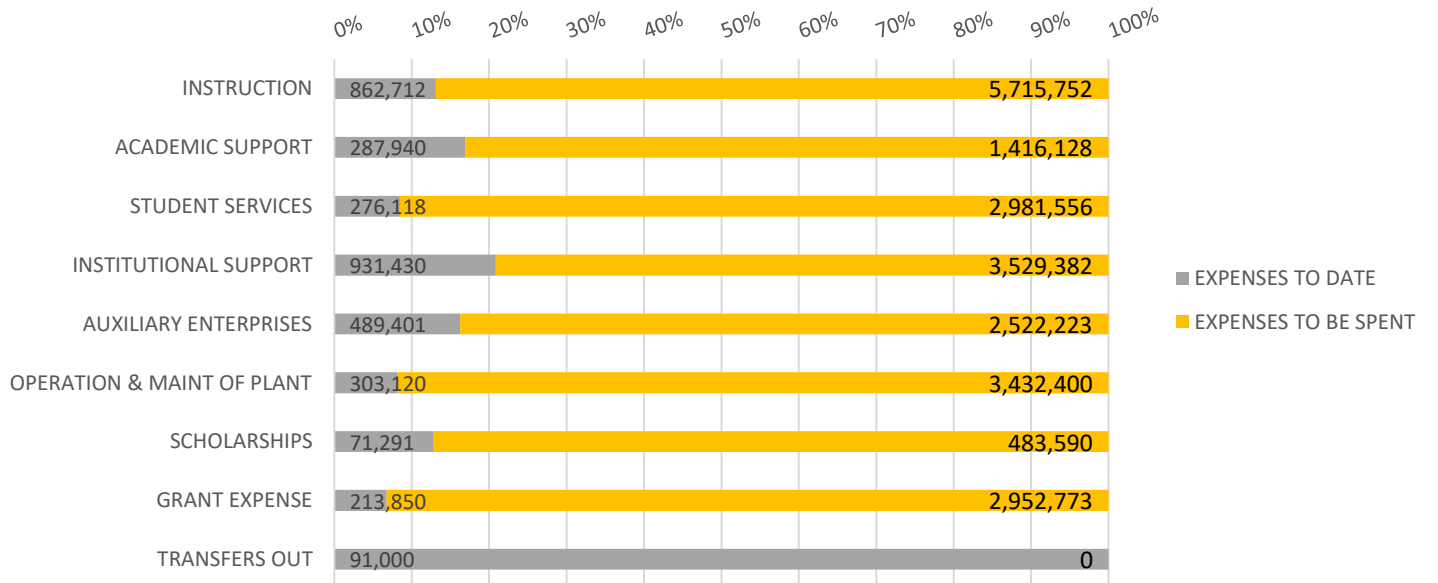
	July	August	September	October	November	December	January	February	March	April	May	June	Current Year to Date	Prior Year to Date	\$ Change	% Change	
<b>OPERATING REVENUE</b>																	
Tuition & fees, net of bad debt allowance	4,761,483	457,965	(154,707)	1,487,514	604,047	1,006,310	802,118	(42,576)	125,278	192,547	138,942	(8,207,472)	1,171,449	1,609,531	2,012,194	(438,082)	(27.22)%
Student aid	177,562	10,752	3,483,953	590,887	197,156	58,232	13,639	3,419,490	259,777	280,325	100,523	2,336,092	10,928,388	13,378,066	12,597,894	(2,449,678)	(18.31)%
Sales & services - auxiliaries	865,419	152,827	188,281	301,067	302,050	438,215	219,372	256,498	148,213	77,878	108,361	372,541	3,430,724	2,738,474	2,843,346	692,250	25.28%
Other operating revenue	12,476	99,324	5,975	6,168	2,821	11,527	3,852	3,121	2,780	2,165	3,885	4,288	158,381	128,710	173,091	29,671	23.05%
Total Operating Revenue	5,816,940	720,867	3,523,502	2,385,637	1,106,075	1,514,284	1,038,982	3,636,532	536,048	552,915	351,711	(5,494,551)	15,688,942	17,854,780	17,626,523	(2,165,838)	(12.13)%
<b>OPERATING EXPENSES</b>																	
Salaries & benefits	989,581	1,011,201	1,055,924	1,049,180	1,065,614	1,015,879	1,014,164	1,029,578	1,043,745	1,047,768	888,339	156,629	11,367,601	9,869,672	13,706,019	1,497,928	15.18%
Operating expenses	615,056	483,061	842,855	927,231	883,253	715,269	487,664	1,075,366	817,274	512,326	572,464	(180,972)	7,750,848	7,676,341	8,458,897	74,506	0.97%
Capital equipment	86,715	124,716	778,328	467,574	300,434	181,202	306,652	971,200	362,297	80,584	601,455	(4,261,156)	0	0	0	0	0.00%
Less: Transfer to capital assets	(86,715)	(124,716)	(778,328)	(467,574)	(300,434)	(181,202)	(306,652)	(971,200)	(362,297)	(80,584)	(601,455)	4,261,156	0	0	1	0	0.00%
Scholarships	207,113	46,561	4,339,968	637,846	239,458	79,034	66,515	3,858,500	308,797	313,024	109,209	(5,948,451)	4,257,573	6,921,501	5,636,746	(2,663,928)	(38.49)%
Depreciation & interest	179,358	196,379	275,060	205,061	221,380	224,372	315,154	222,770	227,280	225,058	223,157	857,213	3,372,243	3,105,920	3,685,516	266,323	8.57%
Other operating expenses	0	0	0	0	0	0	0	0	0	0	0	0	0	15,500	10,232	(15,500)	(100.00)%
Total Operating Expenses	1,991,108	1,737,201	6,513,807	2,819,318	2,409,705	2,034,554	1,883,497	6,186,213	2,397,096	2,098,176	1,793,169	(5,115,581)	26,748,263	27,588,935	31,497,411	(840,671)	(3.05)%
<b>NON-OPERATING REVENUE (EXPENSES)</b>																	
State appropriations (less 3% hold back)	527,965	527,965	527,966	527,965	527,965	527,966	527,965	527,965	527,966	527,965	527,965	527,966	6,335,578	5,156,232	4,983,045	1,179,346	22.87%
Federal grants	66,222	150,287	617,506	576,079	282,432	226,688	661,857	1,433,258	(76,736)	207,415	757,488	1,307,443	6,209,941	6,038,701	6,323,035	171,240	2.84%
State grants	28,146	43,275	598,577	484,486	388,178	508,785	170,387	224,557	334,581	109,438	100,389	(227,539)	2,763,261	2,414,087	2,021,485	349,174	14.46%
Other grants	0	0	0	0	0	0	0	5,000	0	0	0	0	5,000	54,254	106,496	(49,254)	(90.78)%
Property taxes	19,129	21,157	18,258	6,648	28,882	371,449	1,203,220	573,444	61,049	99,706	79,941	26,291	2,509,174	2,436,776	2,306,846	72,398	2.97%
Investment earnings	6,262	5,431	5,939	6,502	5,785	6,095	154,848	40,826	50,840	50,495	57,458	70,551	461,032	97,167	260,705	363,864	374.47%
Gifts	1,000	600	28,550	0	1,560	0	0	0	27,500	0	0	0	59,210	64,282	55,068	(9,072)	(7.89)%
Gain (loss) on sale of assets	691	1,197	1,796,796	1,601,679	1,234,802	1,643,290	2,718,278	2,805,050	925,200	1,062,717	1,530,250	1,704,706	18,422,097	17,328,081	16,083,637	1,094,016	6.31%
Total Non-Operating Revenues (Expenses)	649,416	749,912	1,796,796	1,601,679	1,234,802	1,643,290	2,718,278	2,805,050	925,200	1,062,717	1,530,250	1,704,706	18,422,097	17,328,081	16,083,637	1,094,016	6.31%
<b>CHANGES IN NET POSITION</b>																	
	4,475,249	(266,422)	(1,193,509)	1,167,998	(68,828)	1,123,020	1,873,763	255,369	(935,848)	(482,544)	88,792	1,325,736	7,362,775	7,593,927	2,212,750	(231,151)	(3.04)%

\*Prior year includes \$2,349,900 of one-time federal CARES funding

### Budget to Actual Revenues 08/31/2023 (17%)



### Budget to Actual Expenses 08/31/2023 (17%)



Three Rivers College  
Statement of Revenues, Expenses and Changes in Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
August 31, 2023  
Fiscal Year Benchmark: 17%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES	9,824,985	5,727,079	58%	4,097,906
<i>Tuition, Student Registration Fees, Net of Bad Debt &amp; Scholarship Allowances</i>				
STUDENT AID	228,181	6,163	3%	222,018
<i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>				
AUXILIARY ENTERPRISES	3,570,777	1,046,072	29%	2,524,705
<i>Housing, Bookstore, Testing &amp; Assessment, Tinnin Center Operations, License Bureau Rental</i>				
OTHER OPERATING REVENUE	313,200	8,744	3%	304,456
<i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>				
GOVERNMENTAL APPROPRIATIONS	6,612,053	1,102,010	17%	5,510,043
<i>State Aid, State Maint. &amp; Repair</i>				
GRANT REVENUE	3,162,338	173,776	5%	2,988,562
<i>State Grants, Federal Grants</i>				
NON-OPERATING REVENUE	2,821,276	166,825	6%	2,654,451
<i>Taxes, Interest Earnings, Gifts</i>				
TRANSFERS IN	27,856	27,856	100%	0
<i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>				
<b>TOTAL REVENUES</b>	<b>26,560,666</b>	<b>8,258,525</b>	<b>31%</b>	<b>18,302,141</b>

NOTE: We have recognized 31% of budgeted revenues. We have recognized 58% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2023 and fall 2023, 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 for items funded with operating surplus.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION	6,578,464	862,712	13%	5,715,752
<i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health &amp; Human Services</i>				
ACADEMIC SUPPORT	1,704,068	287,940	17%	1,416,128
<i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>				
STUDENT SERVICES	3,257,674	276,118	8%	2,981,556
<i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>				
INSTITUTIONAL SUPPORT	4,460,812	931,430	21%	3,529,382
<i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>				
AUXILIARY ENTERPRISES	3,011,624	489,401	16%	2,522,223
<i>Housing, Bookstore, Tinnin Center Operations, Testing &amp; Assessment, License Bureau Rental</i>				
OPERATION & MAINT OF PLANT	3,735,520	303,120	8%	3,432,400
<i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>				
SCHOLARSHIPS	554,881	71,291	13%	483,590
<i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>				
GRANT EXPENSE	3,166,623	213,850	7%	2,952,773
<i>State Grants, Federal Grants</i>				
TRANSFERS OUT	91,000	91,000	100%	0
<i>General funds-current year transfers to capital</i>				
<b>TOTAL EXPENSES</b>	<b>26,560,666</b>	<b>3,526,862</b>	<b>13%</b>	<b>23,033,804</b>

NOTE: We have obligated 13% of our budgeted expenses at 17% into the fiscal year. August 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	4,731,663

Three Rivers College  
 Capital Budget - Unaudited  
 August 31, 2023  
 Fiscal Year Benchmark: 17%

**FUNDING SOURCES**

	BUDGET	SOURCES TO DATE	SOURCES TO DATE %	SOURCES TO BE EARNED
RESTRICTED				
HEERF (CARES) federal grant	0	0	0%	0
Insurance proceeds	1,000,000	2,440	0%	997,560
UNRESTRICTED				
General funds - prior year transfers in (Reserves)	2,390,579	449,851	19%	1,940,728
General funds - current year transfers in	91,000	25,334	28%	65,666
<b>TOTAL FUNDING SOURCES</b>	<b>3,481,579</b>	<b>477,625</b>	<b>14%</b>	<b>3,003,954</b>

**USES OF FUNDS**

	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
Campus improvements	1,486,579	274,280	18%	1,212,299
Westover Administration Building repairs	250,000	129,684	52%	120,316
Libla Family Sports Complex	250,000	0	0%	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	897	3%	34,103
Student Housing	104,000	0	0%	104,000
911 Center remodel	50,000	0	0%	50,000
Fleet vehicles	40,000	70,325	176%	(30,325)
<b>TOTAL EXPENSES</b>	<b>3,481,579</b>	<b>477,625</b>	<b>14%</b>	<b>3,003,954</b>

**NET SURPLUS (DEFICIT)**

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

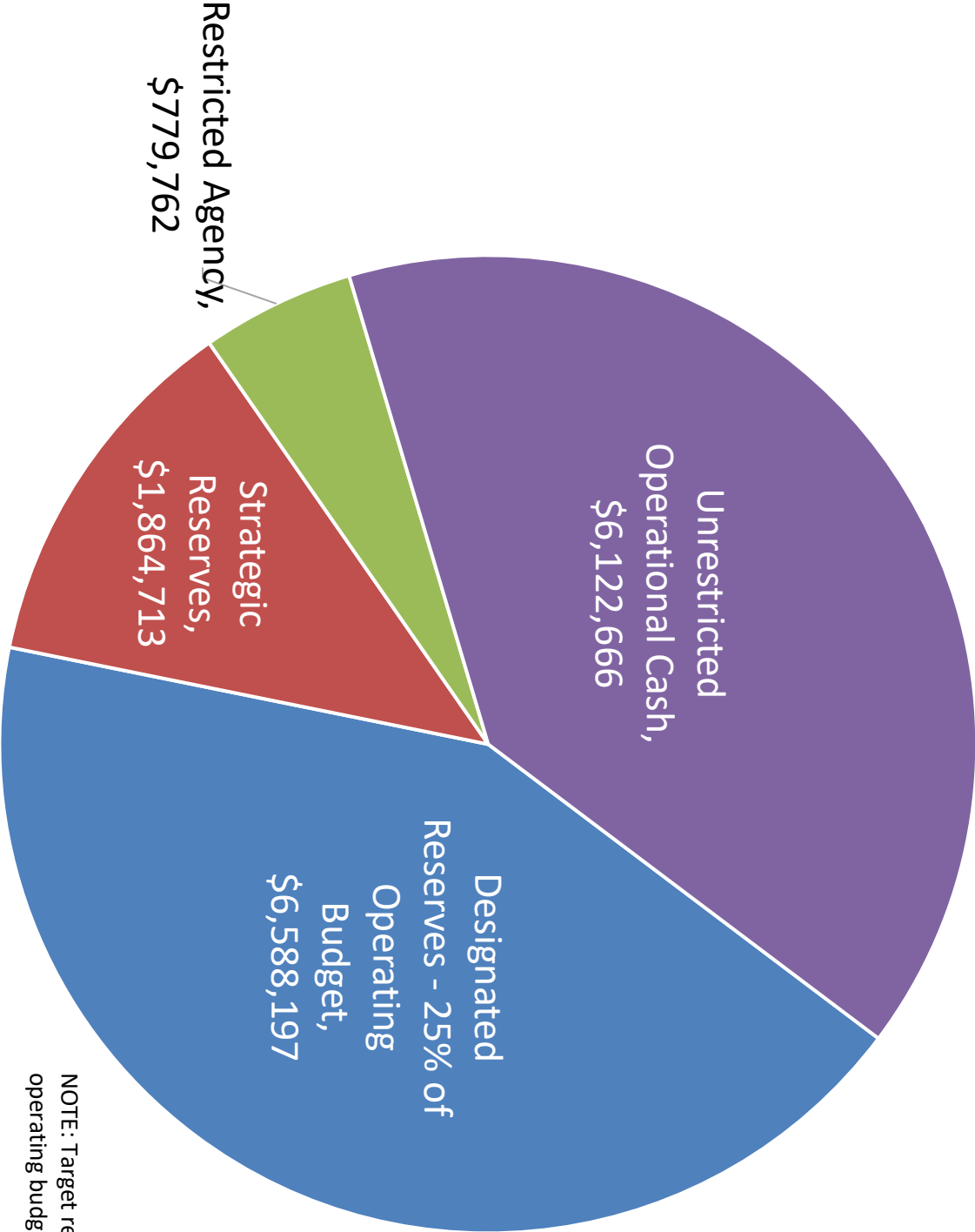
September 6, 2023

	<u>08/01/23</u>	<u>09/06/23</u>
<b>CURRENT FUND</b>		
<i>Cash Funds</i>		
Bookstore	2,000.00	2,000.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,888.00	1,688.00
<i>Total Cash Funds</i>	4,225.00	4,025.00
<i>General Accounts</i>		
Southern Bank - General Funds	7,168,219.24	5,793,699.68
Southern Bank - Credit Cards	124,053.10	199,653.80
<i>Total General Accounts</i>	7,292,272.34	5,993,353.48
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	19,457.36	18,692.34
Federal Clearing Account	36,940.06	-
Flexible Spending Account	4,659.77	4,605.16
<i>Total Restricted Accounts</i>	61,057.19	23,297.50
<b>TOTAL CURRENT FUND</b>	<b>7,357,554.53</b>	<b>6,020,675.98</b>
<b>HOUSING FUND</b>		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	50,812.90	50,995.19
<i>Total General Accounts</i>	50,812.90	50,995.19
<b>TOTAL HOUSING FUND</b>	<b>101,625.80</b>	<b>101,990.38</b>

	<u>08/01/23</u>	<u>09/06/23</u>
<b>PLANT FUND</b>		
<i>General Accounts</i>		
Plant Fund - Southern Bank	8,422,618.00	8,452,909.76
<i>Total Bank Accounts</i>	<u>8,422,618.00</u>	<u>8,452,909.76</u>
<i>Certificates of Deposit</i>		
	-	-
	-	-
<i>Total Certificates of Deposit</i>	<u>-</u>	<u>-</u>
<b>TOTAL PLANT FUND</b>	<u><u>8,422,618.00</u></u>	<u><u>8,452,909.76</u></u>
<b>AGENCY FUND</b>		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	544,224.74	566,282.78
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	<u>321,760.07</u>	<u>213,478.77</u>
<b>TOTAL AGENCY FUND</b>	<u><u>865,984.81</u></u>	<u><u>779,761.55</u></u>



**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT  
\$15,355,338 AS OF 09/06/2023**



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

THREE RIVERS COLLEGE  
CERTIFICATE OF DEPOSIT

**CERTIFICATES OF DEPOSIT AS OF August 31, 2023**

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
Total Contingency Fund					-	

**SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF August 31, 2023**

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
218101	First Midwest Bank of P.B.	0.750	09/22/98	09/22/23	5,000.00	Jerome Burford
24325	First Midwest Bank of P.B.	0.750	10/15/99	10/15/23	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	1.650	10/31/97	10/31/23	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	1.650	11/06/00	11/06/23	4,000.00	Coll. Achievement
21028354	US Bank of Poplar Bluff	0.400	12/03/91	12/03/23	2,310.00	C.T. McDaniel
451038849	US Bank of Poplar Bluff	0.400	12/08/99	12/08/23	1,110.00	C.T. McDaniel
43712	First Midwest Bank of P.B.	2.050	04/27/09	12/14/23	67,447.79	Holder-Rowland
2213401	First Midwest Bank of P.B.	2.050	01/08/98	01/08/24	10,000.00	Jerome Burford
352394707389	US Bank of Poplar Bluff	0.250	08/19/88	02/18/24	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.250	02/23/89	02/22/24	2,500.00	A. Garner
2224601	First Midwest Bank of P.B.	2.050	02/25/98	02/25/24	1,658.87	Missy Braden
2136801	First Midwest Bank of P.B.	2.050	03/05/97	03/05/24	5,000.00	Thelma Jackson
63760695	US Bank of Poplar Bluff	1.730	04/04/85	04/05/24	1,001.63	Lonnie Davis
25103	First Midwest Bank of P.B.	2.750	05/14/99	05/14/24	5,000.00	Thelma Jackson
21031218	US Bank of Poplar Bluff	0.250	05/15/94	05/15/24	2,192.00	Greg Starnes
2038701	First Midwest Bank of P.B.	0.500	05/16/96	05/16/24	5,000.00	Thelma Jackson
21028105	US Bank of Poplar Bluff	0.250	05/22/91	05/22/24	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.250	05/22/91	05/22/24	20,000.00	Myrtle Rutland
21030291	US Bank of Poplar Bluff	0.250	07/07/93	07/07/24	1,405.00	Joshua Bowman
2170801	First Midwest Bank of P.B.	0.350	07/11/97	07/30/24	10,925.00	Mabel Swindel
21024477	US Bank of Poplar Bluff	0.250	08/22/89	08/22/24	10,000.00	Myrtle Rutland
1721901	First Midwest Bank of P.B.	0.750	08/25/92	08/25/24	3,000.00	Odd Fellows
1014001	First Midwest Bank of P.B.	0.500	11/06/89	11/06/24	5,000.00	Charlotte Stone
63760768	US Bank of Poplar Bluff	1.240	03/06/89	03/05/25	6,468.04	Butler Co Co-op
63760632	US Bank of Poplar Bluff	1.540	07/02/89	07/01/25	1,226.80	A. Garner
Total Agency Fund CD's					<u>\$ 213,478.77</u>	

Three Rivers College  
CD Report  
As of August 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
<b>Total</b>				-

**Responses**

Bank	Contact	Comment	Amount	3 months	6 months	9 months	1 year

**CDs Transferred**

**Endowment CDs Transferred to Endowment Trust**

**CDs Maturing**

Bank	Certificate Number	Endowment	Amount
Commerce Bank	2160	Bill Vinson Mem	7,700.00
Commerce Bank	3040	Miles C Hays Scholarship	2,900.00
Commerce Bank	3547	Paul C Hays Jr Scholarship	4,000.00
Commerce Bank	4259	P.J. Church	1,000.00
Commerce Bank	4363	Myrtle Corbett	10,000.00
Commerce Bank	4893	Myra C. Hays	3,000.00
Commerce Bank	7453	Harold E. Prim Memorial	10,000.00
Commerce Bank	7496	Vinson Memorial Scholarship	3,835.00
Commerce Bank	8112	Endowment Scholarship	1,000.00
Commerce Bank	8906	P.C. Hays, Sr.	4,526.11
Commerce Bank	2267	Bill Vinson Mem	2,350.00
First Missouri	7236	Jackie Watson	16,350.00
First Missouri	8036	Jackie Watson	4,000.00
First Missouri	9525	Carl Wiseman	2,000.00
First Missouri	10369	Helvey-Miller	5,000.00
First Missouri	14776	Helvey-Miller	5,000.00
Regions Bank	5383	R. Couperus	1,650.00
Regions Bank	7157	Dr. Miller	2,500.00
Regions Bank	7173	Mary Hinrichs	5,000.00
Regions Bank	7249	Combined Scholarship	2,833.00
Regions Bank	7256	Fred Morrow	1,024.34
Southern Bank	39662	Bulow Memorial	1,412.53
Southern Bank	90320	Hulen Spencer	1,000.00
Southern Bank	70576	Belle Hinrichs	5,000.00
Southern Bank	74305	Mabel Swindel	5,200.00
<b>Total</b>			<b>108,280.98</b>

**THREE RIVERS COMMUNITY COLLEGE**  
**Summary of Checks Issued**  
**Months of AUGUST 2023**

Current Fund:	General Fund - Southern Bank	\$ 1,716,570.45
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>10,157.34</u>
	Grand Total	<u><u>\$ 1,726,727.79</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 20th day of September 2023.

\_\_\_\_\_ Chairman, Board of Trustees

\_\_\_\_\_ Secretary, Board of Trustees

**THREE RIVERS COLLEGE  
BID REPORT  
AS OF SEPTEMBER 12, 2023**

**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

## **September 2023 President's Report**

- Raider Resource Days – August 21 – 23            Ann
- ACHIEVE It Kickoff Sessions – August 23 – September 1     Davina
- Patrons of the Arts Kickoff – August 24, 6 p.m.            Dr. Payne
- Job Fair with Missouri Job Center – August 29            Will Cooper/ Brandi
- Brewin' Business Coffee Event, Dexter location – September 8     ANN
- Music Bingo/ How to Spot a Narcissist            Cory Reynolds
- Run for the Arts – September 9            Dr. Payne
- Meet The Raiders – September 11            ?

### **Upcoming Events:**

How to Spot a Narcissist: 6 p.m. September 25, Bess Activity Center Conference Room.

Preview Days: 9 a.m. -2 p.m., September 21 and 22, Poplar Bluff Campus.

Mark Sanders Reading/Book Signing, "Siannon's Promise": 10 a.m., Rutland Library.

Raider Rally (formerly Club Rush): 9 a.m.-3 p.m. September 26 and 27, Quad.

Mental Health/Suicide Prevention Summit: 8 a.m.-3:30 p.m. September 27, Tinnin Theater/Lobby.

MASFAP High School Counselor Workshop: 7:30 a.m.-5 p.m. September 29, Tinnin Lobby/Atrium.

Raider Madness: 3 p.m. October 1, Libla Complex.

Patrons of the Arts Performance of Mutts Gone Nuts: 7 p.m. October 3, Tinnin Theater. Tickets: \$15.

College Transfer Fair: 9 a.m.-3 p.m. October 4, Plaster 107 and Lobby

TRC Championship Rodeo: October 5-7, Sikeston Jaycee Bootheel Rodeo Grounds.

Nursing Job Fair: 8 a.m.-5 p.m., October 6, Lecture Hall and Plaster Hallways.

Fall Break - College closed: October 12 and 13.

**A G E N D A**  
**Executive Session**  
**Wednesday, September 20, 2023**

**I. Executive Session**

1. Personnel and any other matters covered by RSMo Section 610.021
2. Real Estate/Property and other matters covered by RSMo Section 610.021.2
3. Legal and other matters covered by RSMo Section 610.021.1

**II. Adjournment**



Consideration of Personnel Action  
Employment of Personnel  
Part-time Facilitator, University Center

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X Support Staff – replacement for Jerry Deckard; resignation approved 8/23/23

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME: Christy Robertson

POSITION TITLE: Part-time Facilitator, University Center

SALARY: \$12.15/hour

FULL-TIME \_\_\_\_\_ PART-TIME: X

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months X

Other: \_\_\_\_\_

STARTING DATE: September 11, 2023

QUALIFICATIONS:

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

EXPERIENCE

<u>01/2023 - present</u>	<u>Granny's Business Solutions, LLC</u>	<u>Owner/Manager</u>
	<u>Poplar Bluff, MO</u>	
<u>02/1995 – 04/2022</u>	<u>Veterans Administration Medical Center</u>	<u>RN Charge Nurse/RN Case</u>
	<u>Poplar Bluff, MO</u>	<u>Manager</u>

(09/20/2023)

Consideration of Personnel Action  
Employment of Personnel  
Admissions Recruiter

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X Support Staff – replacement for Lana Linhart – Ivannah Bratton; transfer for approval

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME: Hannah Cash

POSITION TITLE: Admissions Recruiter

SALARY: \$13.15/hour

FULL-TIME X PART-TIME: \_\_\_\_\_

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months X

Other: \_\_\_\_\_

STARTING DATE: September 5, 2023

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAT	Three Rivers College Poplar Bluff, MO	Elementary Education

EXPERIENCE \_\_\_\_\_

05/2023 - present	Mimi's Market Royal Cafe Poplar Bluff, MO	Server
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11/2022 – 05/2023	Kalie Rathbun Poplar Bluff, MO	Nanny
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01/2022 – 07/2023	Poplar Bluff School District Poplar Bluff, MO	Substitute
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(09/20/2023)

Consideration of Personnel Action  
Employment of Personnel  
Part-time Education Coordinator/Educational Talent Search  
**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X Support Staff – replacement for Abigail Heuser; resignation approved 6/21/23

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME: Lisa Murphy

POSITION TITLE: Part-time Education Coordinator/Educational Talent Search

SALARY: \$15.00/hour

FULL-TIME \_\_\_\_\_ PART-TIME: X

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months X

Other: \_\_\_\_\_

STARTING DATE: September 11, 2023

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
BA	Arkansas State University Jonesboro, AR	Social Work

EXPERIENCE

<u>01/2021 – 06/2023</u>	<u>Adult Protective Services Division</u>	<u>Adult Protective Service</u>
	<u>Kennett, MO</u>	<u>Investigator</u>
<u>09/2010 – 12/2020</u>	<u>Missouri Department of Corrections</u>	<u>Probation &amp; Parole Officer</u>
	<u>Kennett and Poplar Bluff, MO</u>	

(09/20/2023)

## **CONSIDERATION OF PERSONNEL ACTION**

Transfer of Position

Admissions Recruiter to the position of Student Services Advisor II

## **BACKGROUND INFORMATION**

### **HISTORY**

Due to transfer of Cassie Knox, the Student Services Advisor II position became available. Ms. Ivannah Bratton applied and was interviewed for the position. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Ivannah Bratton to this position. Ms. Bratton will assume the new duties, effective September 10, 2023.

## **FINANCIAL IMPLICATIONS**

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

## **ADMINISTRATIVE RECOMMENDATION**

Approve the internal transfer of Ivannah Bratton.

09/20/2023

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Request for Retirement  
Senior Administrative Assistant, Workforce Development

## **BACKGROUND INFORMATION**

### **HISTORY**

Ms. Valjeane Burge has been employed full-time with the College since September 2014. She first served as the Secretary for the Achieve program before transferring to the Senior Administrative Assistant for Workforce in August 2022. She has submitted her request for retirement, effective January 1, 2024.

## **FINANCIAL IMPLICATIONS**

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

## **ADMINISTRATIVE RECOMMENDATION**

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

9/20/2023



# THREE RIVERS COLLEGE

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

September 7, 2023

Good Afternoon,

Please accept this letter as formal notification of my intent to retire from Three Rivers College on January 1, 2024.

I have genuinely enjoyed working for Three Rivers College, and I sincerely appreciate the support provided to me during my 9 years as part of this institution.

While I look forward to enjoying my retirement, I will miss getting to know the new students on the first day of class, lending support to them at those melt-down moments to sharing the excitement with them as they walk across the stage at graduation.

If I can be of any assistance before my departure or afterward, then please let me know. I'd be happy to provide whatever assistance I can to provide a smooth transition to my successor.

Sincerely,

Valjeane Burge  
Workforce Development  
Senior Administrative Assistant

## UPCOMING EVENTS

- **How to Spot a Narcissist:** 6 p.m. September 25, Bess Activity Center Conference Room.
- **Preview Days:** 9 a.m. -2 p.m., September 21 and 22, Poplar Bluff Campus.
- **Mark Sanders Reading/Book Signing, “Siannon’s Promise”:** 10 a.m., Rutland Library.
- **Raider Rally (formerly Club Rush):** 9 a.m.-3 p.m. September 26 and 27, Quad.
- **Mental Health/Suicide Prevention Summit:** 8 a.m.-3:30 p.m. September 27, Tinnin Theater/Lobby.
- **MASFAP High School Counselor Workshop:** 7:30 a.m.-5 p.m. September 29, Tinnin Lobby/Atrium.
- **Raider Madness:** 3 p.m. October 1, Libla Complex.
- **Patrons of the Arts Performance of *Mutts Gone Nuts*:** 7 p.m. October 3, Tinnin Theater. Tickets: \$15.
- **College Transfer Fair:** 9 a.m.-3 p.m. October 4, Plaster 107 and Lobby
- **TRC Championship Rodeo:** October 5-7, Sikeston Jaycee Bootheel Rodeo Grounds.
- **Nursing Job Fair:** 8 a.m.-5 p.m., October 6, Lecture Hall and Plaster Hallways.
- **Fall Break – College closed:** October 12 and 13.

### Raiders Baseball:

Oct. 14, 1 p.m.: vs. Southwestern Illinois College  
*scrimmage*

Oct. 17, 1 p.m.: vs. Freed Hardeman University  
*scrimmage*

### Lady Raiders Softball:

Sept. 24, TBA; vs. Dyersburg State CC *scrimmage*  
Oct. 1, 1 and 3 p.m.; vs. Mineral Area College and  
SE Illinois *scrimmage*

For the most current information on upcoming events, visit [trcc.edu/events](http://trcc.edu/events).



THREE RIVERS COLLEGE

DAR articles dated August 15 – September 13

- Aug. 16:** TRC's Payton Henley Inks with SE Oklahoma State (Baseball)
- Aug. 17:** Raider's men basketball signs 3-star recruit from CA
- Aug. 19:** Bess reflects on wild Hall of Fame weekend
- Aug. 25:** TRC retains tax levy
- Aug. 26:** TRC to host Music Bingo  
Patrons of the Arts returns soon – Season kicks off in October
- Aug. 29:** TRC offers music students assistance
- Aug. 30:** For National Overdose Awareness Day Partners Fight Addiction (3R photo and mention)
- Sept. 2:** At TRC: Tutoring program certified
- Sept. 5:** Patrons of the Arts announces 8 shows
- Sept. 9:** TRC professor to hold book signing
- Sept. 13:** Three Rivers to hold ribbon cutting for new Manufacturing Tech Lab