Prior to calling the meeting to order, Chef Michael Baldwin introduced the BTC Hot Food Team members: Colin Reed, Leesa Sorber, Benjamin Garding and Anastasia Lagutochkin (Marshall Reed was absent). The BTC Hot Food Team received a gold medal and placed 2nd overall in the American Culinary Federation's regional competition held in Las Vegas on March 20-21. Trustees congratulated the team and Chef on their accomplishment.

**Call to Order**

Jim Groves, Chair, called the regular meeting to order at 9:35 a.m.

**Roll Call**

Trustees present: Jim Groves, Kelly Espinoza, Debbie Ahl, Lisa Woo and Jim Cunningham.

**Approval of Minutes of Previous Meeting**

3.1 Debbie Ahl’s motion to approve the minutes of the March 19, 2015 regular meeting as presented; second by Kelly Espinoza; the motion carried unanimously.

**Proposed Agenda Changes**

None.

**Bellingham Technical College Staff Present**

Patricia McKeown, President; Ronda Laughlin, Assistant to the President; Kerena Higgins, Assistant Attorney General. Also present were Chad Stiteler, Frank Powers, Linda Fossen, Dean Fulton, Camille Gatza, Marni Saling Mayer, RaeLyn Axlund McBride and Sherrie Anderson. Mary Curran was present representing the BEA.

**Introduction of Special Guests**

None.

**Recommendation for Action of the Board**

None.

**Communications and President’s Report**

Chad Stiteler briefly reviewed the Operating Funds Budget Status reports for month ending March 31, 2015. This budget reflects the approved revised 2014-15 budget approved by Trustees at the March 19th meeting; both revenue and expenditures are as expected based on the revised budget. Phase 2 approved equipment purchases are in process and most are not currently reflected in expenditures. Tuition revenue continues to be higher as a percent YTD due to increased enrollment. Enrollment for spring quarter is showing and increase over last year; currently (as of 4.10.2015) State FTE is up +8.9%; all FTE is up +11.3%; program headcount is up +7.0%; and all headcount up +4.9%. Pre-program headcount is up +11.9%.
At this time, the legislature has not passed a budget and it is expected a 30-day special session will be called. Members from the House and Senate will be working on compromise to finalize an operating, capital and transportation budgets. The current House, Senate and Governor’s budgets all include some type of cost of living increase for employees. Some of these proposals do not fully fund their proposals. It is expected that funding for health insurance will be funded. BTC and likely all the other CTC’s will have budget cuts to contend with in planning for next year; based on the proposed legislation, grant funding, inflation and other factors, BTC anticipates a budget shortfall between 2%-4%. The College has begun the budget planning process for 2015-16; efficiencies in all areas are being reviewed to help reduce the expected shortfall. Trustees will be sent the system Legislative Talking Points.

The current Governors, House and Senate Capital Budgets do not have any funding for project proposals in the pipeline. The CTC system will keep the currently approved projects in the order approved which will delay any future BTC projects. Currently the plan is to have a competition of ten colleges (not in the pipeline) for three projects next year; BTC will compete as one of the ten.

RaeLyn Axlund McBride reviewed the revised Quarterly Student Enrollment and Success Report. Changes reflect Trustee request for more comparative data.

Trustees were invited to attend the Industrial and Manufacturing Career Fair currently taking place in Settlemyer Hall. The career fair includes a large number of local businesses and highlights current BTC programs.

Kelly Espinoza volunteered to represent Trustees at Commencement this year, June 23, 2015; all Trustees are planning to attend. Lisa Woo volunteered to serve on the selection committee for the 2015 BTC Outstanding Employee Recognition Awards.

The department updates included in the Board packet were briefly reviewed and discussed. Trustees would like to have a study session which focuses on Social Media (Facebook, Twitter, Instagram, etc.) at a date in the future.

**Comments from Individual Members of the Board of Trustees**

Trustees asked President McKeown to express their appreciation to faculty and staff from both the Dental and Nursing programs for the tours and information.

**Comments from the Audience**

None.

**Unscheduled Business**

None.

**Date of Next Regular Board Meeting**

The next regular Board of Trustees meeting for Bellingham Technical College is scheduled for Thursday, May 21, 2015; a study session will be held from 8:15-9:00 a.m.
Executive Session

In keeping with RCW 42.30.110, the Board recessed into executive session at 11:15 a.m. for approximately thirty minutes to discuss issues outlined in RCW 42.30.110(b)(g). Action may be taken in open session based on discussion in executive session.

Adjournment

Mr. Groves officially adjourned the March 19, 2015 meeting of the Bellingham Technical College Board of Trustees at 11:45 a.m.

______________________________  ______________________________
Jim Groves, Chair                 Patricia McKeown, Secretary
Board of Trustees                 Board of Trustees