

**St. Charles Community College
Board of Trustees Meeting
December 8, 2025
6:00 p.m.**

M I N U T E S

CALL TO ORDER

The St. Charles Community College Board of Trustees met on December 8, 2025, in Conoyer Hall, Room 2102 (Board Room).

The meeting was called to order at 6:00 p.m. by Board President Pam Cilek. A quorum was present with the following members also in attendance: Board Vice President Mike Lissner, Board Secretary Jean Ehlmann, Board Treasurer Shirley Lohmar, and Trustee Seth Peimann.

Also present were College President Dr. Barbara Kavalier, Executive Vice President Todd Galbierz, Vice President for Academic and Student Affairs Dr. Amy Koehler, Vice President for Operations & Strategic Initiatives Tony Rothermich, Vice President for External Campuses Shelley Machens, Chief of Staff Betsy Schneider, and IT Specialist Steve Schubert.

Guests present were Interim Chief Scott Bingelli, Officer Brandon Mischer, Officer Shannon Eaton, Dustin Wengert, Emily Parsons, Ella Lause, Marvin Tobias, Gabe Harper, Andrea Compton, Ranya Taqieddin and Darren Osburn.

PLEDGE OF ALLEGIANCE

Board President Cilek led trustees and attendees in the Pledge of Allegiance.

BOARD POLICY STATEMENT

Board President Cilek reminded the audience of board policy regarding audience protocol designed to promote decorum at the meeting.

APPROVAL OF AGENDA

Trustee Lohmar requested a modification of the agenda to move items requiring board action earlier in the agenda. On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the agenda was approved.

ACCEPTANCE OF MINUTES: NOVEMBER 3, 2025, BOARD OF TRUSTEES MEETING

On a motion by Lohmar, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the minutes of the November 3, 2025, Board of Trustees Meeting were accepted.

TREASURER'S REPORT

Trustee Lohmar read the Treasurer's Report. Cash in bank \$16,717,958; total investments \$48,285,233; tuition and fees received to date \$16,574,676; local taxes received to date \$241,939; state appropriations received to date \$5,637,480. On a motion by Lissner, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Treasurer's Report was accepted.

APPROVAL FOR PAYMENT OF BILLS

On a motion by Peimann, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved payment of bills from the Operating Fund in the amount of \$5,102,767.

AUDIT REPORT ACCEPTANCE - Action

The accounting firm of Sikich LLC issued an unmodified opinion on the College's financial statements. This means the financial statements are a proper representation of the financial activity of the College and they comply with applicable accounting principles.

On a motion by Peimann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board accepted the audit report for Fiscal Year 2025 as presented.

BOARD OF TRUSTEES POLICY MANUAL AMENDMENT –

a. Article IV.12 Miscellaneous Employment Benefits

On a motion by Lohmar, a second by Peimann, and a unanimous "AYE" vote to carry the motion, the Board approved Article IV.12 Miscellaneous Employment Benefits to capture benefits such as tuition reimbursement, tuition waiver, Campus Store discount and tax-sheltered annuities.

BIDS AND CONTRACTS

a. Spectrum Business Internet Services

On a motion by Lissner, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Charter Communications Operating, LLC, St. Louis, MO, in the estimated amount of \$144,00.00 for a five (5) year contract, with an annual cost of \$28,800.00, for Spectrum Business internet services for Main Campus, Dardenne Creek Campus, and the Regional Workforce Innovation Center.

a. Palo Alto Firewall License and Support Renewal

On a motion by Peimann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved an award to CDW Government LLC, Vernon Hills, IL, in the amount of \$92,889.87 for a one (1) year contract for the College's Palo Alto firewall license and support renewal.

b. Property, Liability and Workers Compensation Insurance and Renewal

On a motion by Ehlmann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved an award to continue insurance coverage with the Missouri United School Insurance Council (MUSIC) program for 2026, including umbrella coverage, for a total estimated cost of \$972,338.

c. Autonomous Floor Scrubber

On a motion by Peimann, a second by Lohmar, and a unanimous "AYE" vote to carry the motion, the Board approved an award to Buckeye International, Inc., Maryland Heights, MO, for the purchase of the SC50 Autonomous Scrubber, including a 3-year premium service agreement, at the cost of \$67,226.27.

d. Microsoft License Renewal

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the Board approved the renewal of the Microsoft Enrollment for Education Solution licensing through Insight Public Sector, St. Louis, MO, in the annual amount of \$171,675.84, for one (1) year with the option renew for one (1) additional one (1) year period.

FACULTY ASSOCIATION REPORT

Marvin Tobias provided a report on SCC Faculty activities and accomplishments. Some highlights included:

- Professors Becky Thorn and Mames Martin in the Music department collaborated with area organizations and former alumni to support students as well as presenting the end of semester performances for the Jaz Band, Orchestra, and Choirs.
- Faculty member Katy Morris collaborated with Medical Assisting and OTA students to provide students at Warrenton High School with a Healthcare Immersion Day at SCC.
- Engineering Professor Garrett Foster worked with groups throughout the region to provide Friday morning seminars to Engineering students. Engineering students also collaborated to build potato launchers for a class competition.
- Students in Dr. Monica Hall-Woods' biology courses worked with the Humane Society through their service-learning project and participated in a genetic testing study on dogs that showed wolf/dog evolutionary concepts.

- Former SCC science students participated in a panel to share their experiences about transferring from SCC to universities.

REPORT OF THE COLLEGE PRESIDENT

Dr. Barbara Kavalier reported on the following activities at the college:

- On Wednesday, November 19, SCC held the Employee Awards Banquet to recognize service and achievement. Chris Cross, Director of the EXCEerator, received the President's Pinnacle of Excellence Award.
- Throughout November, SCC hosted a number of visitors to campus including Dr. Ben Boggs, the Missouri Commissioner of Higher Education, Presidents from Missouri's Community Colleges, and Wentzville middle and high school teachers.
- SCC's first Light the Tree event was held on Saturday, November 22 and was a great community event.
- SCC athletes received recognition as the Women's Soccer Team was named Conference Champs and three Cross Country Team members represented SCC at the NJCAA National Championships.

SABBATICAL REPORTS - *Information*

Dr. Darren Osburn and Dr. Ranya Taqieddin presented the outcomes from their completed sabbatical leaves.

CONSTRUCTION UPDATE - *Information*

Tony Rothermich, Vice President for Operations and Strategic Initiatives, provided an update on current construction projects across campuses.

FIELD HOUSE PRESENTATION - *Information*

Executive Vice President, Todd Galblierz, presented the board a conceptual plan to build a field house to support the SCC athletic programs. An athletic field house will significantly enhance the student-athlete and visitor experience. Current facilities are lacking and inconsistent with the high-quality standards SCC has for other facilities. A modern facility will include men's and women's locker rooms, public restrooms, concession area and batting cages. This dedicated space will foster a sense of pride and belonging within our athletic programs.

CLOSED SESSION

At 7:23 p.m., a motion by Lissner and a second by Peimann followed by a roll-call vote of Cilek, Ehlmann, Lissner, and Peimann, the Board entered in to closed session as allowed by RSMo 610.021.1 Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys and 610.021.3 hiring, firing, disciplining or promoting of

particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Following the closed session, the regular meeting was reconvened at 7:45 p.m.

PERSONNEL RECOMMENDATIONS

On a motion by Ehlmann, a second by Peimann, and a unanimous "AYE" vote to carry the motion, the Board approved the personnel recommendations as presented.

SCHEDULE OF BOARD OF TRUSTEES MEETING DATES FOR 2026

On a motion by Peimann, a second by Ehlmann, and a unanimous "AYE" vote to carry the motion, the Board approved the 2026 meeting dates as presented.

ANNOUNCEMENTS

The next meeting is January 26, 2026

ADJOURNMENT

On a motion by Ehlmann, a second by Lissner, and a unanimous "AYE" vote to carry the motion, the public meeting adjourned at 7:48 p.m.