

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
SPECIAL BOARD OF TRUSTEE MEETING  
Saturday, July 14, 2012**

**MINUTES**

Chair Alex Vasquez called the Board of Trustees of NorthWest Arkansas Community College special meeting to order on Saturday, July 14, 2012, at 10:44 a.m. in the Shewmaker Center for Global Business Development Peterson Auditorium.

**Members Present:** Alex Vasquez (Chair), Joe Spivey, Randy Lawson, Mark Lundy, Johnny Haney, Hadley Hindmarsh, Mike Shupe

**Also in Attendance:** Dr. Steve Gates

**Trustee Districting**

Mr. Glenn Kelley told the Board he and Mr. Jim Hall have been working with the Benton County Election Commission and the County Clerk's Office on the redistricting of NWACC into nine zones to be in compliance with Arkansas Code Ann. § 6-61-529. Mr. Hall explained the map and resolution for approval were drafted after considerable review of appropriate state statutes, and consultation with state and county elected and appointed officials. He said this review included the College requesting through State Representative Mary Lou Slinkard an Attorney General's Opinion clarifying the implementation of the code, which in fact was provided by the Attorney General's Office. Mr. Hall explained that approval of the resolution would allow the NWACC administration and its attorney to send the resolution and map to the Benton County Election Commission for its final approval and implementation.

Mr. Vasquez said Mr. Hall and the College and the offices noted above have looked at all legal requirements including the Attorney General's Opinion to ensure the zoning process and map meet all legal requirements. Mr. Hall pointed out that the deadline to file for the election is Friday, August 17<sup>th</sup> and each person running would need to have a petition signed by 50 registered voters in their respective zone and file all required paperwork in a timely manner.

Mr. Spivey applauded the work of Mr. Hall and Mr. Kelley.

**Finance/Audit Committee Update**

Mr. Lundy said the Finance/Audit Committee discussed the IRS penalties at their last meeting. Mr. Chuck Ramseyer said he and Mrs. Wendi Cadle have worked closely to develop procedures to eliminate errors in future IRS filings. He said they are working toward hiring a payroll manager to run the new payroll process.

Mr. Lundy said that he understood that mistakes happen when working with the IRS. He said that putting processes in place to ensure this no longer happens is a step in the right direction. Mr. Lundy complimented administration for reporting out on these issues. Mrs. Hindmarsh asked how the College compared to other institutions with similar issues. Mr. Lundy said he sees IRS issues often in businesses.

Mr. Spivey asked if outsourcing payroll is common for Colleges. Mr. Marty Parsons said outsourcing is not common but they still plan to look at it as an option. Mr. Parsons added that there has been remarkable cleanup in the payroll office over the past 12-18 months. Mr. Haney applauded Mr. Parsons for his work. Mrs. Hindmarsh said she does not think the explanations regarding the IRS issues during the last few meetings have been good enough. She said she would rather the Board's voice be something more reasonable and understandable. Mr. Parsons explained that they would be willing to hold an open forum on how the issue was being handled. Mr. Vasquez thanked everyone for their work.

**ADJOURNMENT**

The meeting adjourned at 11:32 a.m.

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Mr. Alex Vasquez, Chairperson

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Mr. Randy Lawson, Secretary

