

Navajo County Community College District Governing Board Meeting Minutes

October 23, 2009 – 8:30 a.m.
Teleconference

Governing Board Members Present via telephone: Bill Jeffers, Ginny Handorf and A.T. Siquah.

Staff Present via telephone: President, Dr. Jeanne Swarhout; Vice President, Blaine Hatch; Vice President, Mark Vest; Recording Secretary to the Board, Russell Dickerson.

Others Present via telephone: Ann Hess, Everett Robinson, and Donna Ashcraft.

Agenda Item 1: Call to Order

Chairman Jeffers called the teleconference meeting to order at 8:45 a.m.

Agenda Item 2: Request for Award of Class Schedule Printing Contract– Vice President Vest

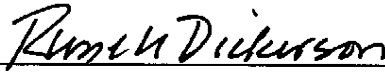
Mr. Vest explained that the Marketing and Public Relations department put out a bid for production of the spring, summer and fall 2010 class schedules. Mr. Vest added that this has not been done for the past two years but due to a recent significant reduction in paper costs, the college decided to rebid in an effort to reduce printing costs. Mr. Vest noted that the lowest returned bid was above \$50,000, necessitating Board approval. Mr. Vest explained that overall, the cost of schedule production will be reduced from \$65,663 (2008-2009) to the current bid of \$52,930 for a savings of \$12,732. Mr. Vest recommended approval of the bid from Signature Offset for development of the spring, summer and fall 2010 class schedules at a total cost of \$52,930.79. Mr. Siquah moved to approve the contract for Signature Offset as presented. Ms. Handorf seconded the motion. In a roll call vote, Ms. Handorf, Mr. Siquah and Chairman Jeffers voted in the affirmative. *The motion passed unanimously.*

Agenda Item 3: Adjournment

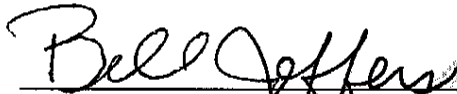
The Board teleconference was adjourned upon a motion by Mr. Siquah, a second by Ms. Handorf and a unanimous affirmative vote.



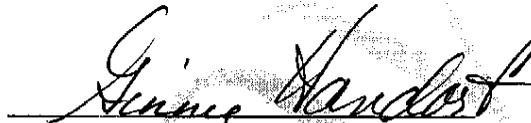
Respectfully submitted,



Russell Dickerson
Recording Secretary to the Board



Bill Jeffers
Chairman



Ginny Handorf
Secretary to the Board

