Yavapai College
District Governing Board
Workshop

Thursday, May 28, 2026
Rock House and Virtually
9:00 a.m.

The YouTube channel and Rock House will be open to the public at **8:45 a.m.** at the latest. All individuals attending the meeting in person will be allowed to bring clear bags ONLY into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Prescott Campus
Rock House
1100 E Sheldon Street
Prescott, AZ 86301

Livestream Link:
https://www.youtube.com/user/YavapaiCollege

Pursuant to Arizona Revised Statutes (A.R.S.) §38-431.02, notice is hereby given to the members of the Yavapai College District Governing Board and to the general public that the Board will hold a public meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda. One or more members of the Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03.A.2, A.3 and A.4, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; or to consult with and instruct its attorneys regarding its position on contracts, litigation or settlement discussions. If indicated on the agenda, the Board may also vote to go into executive session, which will not be open to the public, to discuss specific agenda items.

Persons with a disability may request reasonable accommodation, such as a sign language interpreter or closed captions, by contacting the Executive Assistant at (928)776-2307. Requests should be made as early as possible to allow time to arrange the accommodation.

Please note that the meeting conclusion time is included for planning purposes only and does not necessarily reflect the actual time of the agenda item. When regular board meetings, public hearings (both truth in taxation and budget adoption public hearings) and budget adoption special meetings are scheduled for the same date, each hearing or meeting will begin immediately upon adjournment of the preceding hearing or meeting.

If the agenda includes an Open Call, members of the public will have no more than 3 minutes to speak. The time allotted for each speaker may be less than 3 minutes, depending on the number of individuals wishing to address the board at the meeting and the board president's determination of the total time available for open call at the meeting, given the other matters on the board's agenda. *In addition, if there are a number of people who wish to speak about the same issue and who have the same viewpoint about that issue, the board president may direct them to appoint a representative or representatives to speak for the entire group. Members of the board may not discuss items that are not specifically identified on the agenda but that are raised in Open Call. Matters raised during Open Call that are on the current board agenda may be discussed and/or decided by the board at the appropriate time on the agenda.

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.

AGENDA

1. General Functions: Procedural
   a. Call to Order

   b. Pledge of Allegiance

2. Study Session
   a. District Governing Board Assessment Results – Dr. David Borofsky, Executive Director, Arizona Community College Coordinating Council –**INFORMATION AND DISCUSSION**

   b. District Governing Board Retreat and Policy Review – Dr. David Borofsky - Executive Director, Arizona Community College Coordinating Council - **INFORMATION, DISCUSSION AND DECISION** (*Attached*)

3. Board Business
   a. Yavapai College District Governing Board Schedule – Board Chair Steve Bracety – **DISCUSSION AND DECISION** (*Attached*)

   b. Consent Agenda – **DECISION** {Time: 5}
      i. Board Special Meeting Minutes – Wednesday, May 6, 2026 (*Attached*)
      ii. Board Special Meeting Minutes – Wednesday, May 20, 2026 (*Attached*)

4. Adjournment of Board Workshop: Procedural – **DECISION**

Yavapai College Governing Board Retreat

Board Assessment

and

Policy Review

Dr. David Borofsky

Executive Director, AC4

Agenda

1. Board Assessment – results and discussion

2. Policy Review – the following policies are scheduled for review at this meeting:

401 – Delegation to and Accountability of President

202 – Communications and Support to the Board

302 – Board Chairperson Role and Authority

305 – Board Governing Focus and Style

306 – Conflict of Interest

307 – Board Member Responsibilities and Obligations

308 – Board Planning and Agenda

310 – Code of Conduct and Ethics

Other policies???

Policy Discussion

Let’s get started

Key Ground Rules for this Discussion

- Open, honest, and respectful of one another as you discuss the strengths and challenges of the Board…. and policies.
- As we go through the assessment items, no one Board members' votes or comments will be identified, unless a particular Board member identifies a vote as their own.
- Important to verbalize your thoughts
- If you need to come to consensus on a particular item and cannot…. we'll add it to the parking lot for later review and discussion
- My role is facilitation only…. I may suggest items for conversation but the rest is up to you.

401 Delegation to and Accountability of President

1. The Board’s sole official connection to the operational organization, its achievements, and conduct shall be through the College President.
2. Only officially passed motions of the Board shall be binding on the President. Accordingly, decisions or instructions of individual Board members, officers or committees shall not be binding on the President except in rare instances when the Board has specifically authorized such exercise of authority.
3. The President shall be the Board’s only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the Board is concerned, shall be considered the authority and accountability of the President. Accordingly,

401 Delegation to and Accountability of President

a. Pursuant to A.R.S. 15-1444(A)(6) & (B)(4), the Board hereby delegates to the College President all of its authority to employ, specifically, it delegates all of its authority to enter into, amend, or terminate all employee contracts on behalf of the College, without the need for the Board to approve such actions before they are effective, except for any actions taken with regard to a contract of employment for the position of College President. The College President may designate others serving under the President to assist with the duty; however, the College President shall continue to be responsible to the Board for the satisfactory execution of the delegated duty. This delegation may be rescinded in whole or in part at any time by the Board.

b. The Board shall not evaluate, either formally or informally, any staff other than the President.

401 Delegation To and Accountability of President

4. In the case of Board members or Board committees requesting information or assistance without Board authorization, the President shall refuse such requests that require, in the President's opinion, a material amount of staff time or funds or are disruptive. Refer to Board Policy 308 for dispute resolution.

5. The Board shall instruct the President through written policies which prescribe the organizational priorities to be achieved, allowing the President to use a reasonable interpretation of these policies. Accordingly,

a. Board Priorities-The Board shall develop policies instructing the President to achieve certain results for certain recipients at a specified cost. These policies shall be developed systematically from the broadest, most general level to more defined levels, and shall be called Board Priorities.

b. Presidential Roles- The Board shall develop policies which define the latitude the President may exercise in choosing appropriate organizational means. These policies shall be developed systematically from the broadest, most general level to more defined levels, and they shall be called Presidential Roles policies.

401 Delegation To and Accountability of President

c. As long as the President shall use a reasonable interpretation of the Board's Priorities and Presidential Roles policies, the President shall be authorized to establish all further college operational policies, make all decisions, take all actions, establish all practices, and develop all activities.

d. The Board may change its Priorities and Presidential Roles policies, thereby, shifting the boundary between the Board and Presidential domains. By doing so, the Board changes the latitude of choice given to the President. But, as long as any particular delegation is in place, the Board shall respect and support the President's choices.

202 Communication and Support to the Board

1. Allow the Board to be without timely decision information to support informed Board choices, incidental information it requires, alerts to anticipated media coverage, actual or anticipated legal actions, materially or publicly visible internal changes, events, or occurrences.

2. Let the Board be unaware of any actual or anticipated non-compliance with any Board Policy.

3. Allow the Board to be without reasonable administrative support for Board activities.

4. Withhold, impede, or confound information relevant to the Board's informed accomplishment of its job.

302 Board Chairperson Role & Authority

1. Ensure that the Board acts consistent with its own policies and those imposed upon it by law and regulations.
2. Ensure that meeting agendas include only those issues which clearly belong to the Board to decide. The President may include appropriate agenda item(s) that is/are informational or require motion(s) from the Board.
3. Ensure that deliberations are timely, fair, orderly, and thorough, but also efficient, limited to time and kept to the point.
4. Endeavor to ensure that all Board members are treated with fairness and respect at all Board meetings.
5. Identify and ensure that any violations of the Board’s policies concerning individual and group behavior are addressed promptly and in an appropriate manner.
6. Ensure that the Board self-evaluates at least once a year with the intention of evaluating the Board and Board members’ compliance with Board Policy.

302 Board Chairperson Role & Authority

7. Ensure that new Board members will be oriented in a manner that ensures acquaintance with all the Board's most critical responsibilities, documents, and processes. Board members will be familiarized with:

- a. Title 15, Chapter 12- Community Colleges, of the Arizona Revised Statutes and with the Open Meeting Law

b. The Board's policy manual.

c. The principles and practices of policy development (through relevant readings and workshop attendance).

d. The responsibilities of all staff engaged in Board support (including a meeting with the President).

302 Board Chairperson Role & Authority

8. Appoint Board liaisons annually.

The role of the Board liaisons is to serve as a communication representative between the Board and the committee. The Board liaisons serve as the point of contact for information review, input, and approval prior to Board receipt. Board liaisons attend and participate in meetings and conference calls of their assigned committees. Board liaisons should provide input to their assigned committees, especially in terms of Board policies. Upon request, Board liaisons provide written or oral reports on the progress of their assigned committees. The positions are:

302 Board Chairperson Role & Authority

a. Foundation Liaison.

b. AACCT Representative.

c. Board Spokesperson, who is the formal conduit for the Board and is responsible for communicating Board decisions with the public and the media. When acting in her/his official capacity as Board Spokesperson, the Spokesperson shall speak with one voice on behalf of the Board, instead of communicating her/his personal views on the matter. If appropriate in the Chair's judgment, the Chair may designate at any time another Board member to serve as an adjunct Spokesperson on specific matters for a specific period of time.

The Chair has the authority to make all decisions that fall within a reasonable interpretation of the Board's governance process and Board-president relationship policies. The Chair does not have the authority to make decisions that fall within the Board's goals or Presidential Role policies. Therefore, the Chair has no authority to supervise or direct the President.

302 Board Chairperson Role & Authority

- The Chair is empowered to chair Board meetings with all commonly accepted power of that position (e.g., ruling, recognizing).
- The Chair has the authority to publicly state Chair decisions and interpretations within the area delegated to her/him.
- The Chair may delegate her/his authority at any time but remains accountable for its use.
- The YC District Governing Board members hereby delegate to the Chair or his/her designee the authority to sign on behalf of the Board and/or Yavapai College such documents as have been approved by the Board at a legal meeting

305 Board Governing Focus & Style

The Board aspires to govern Yavapai College proactively. The Board shall stay adequately informed by incorporating reports from the President on strategic issues in Board meetings. The Board shall engage in strategic thinking with a style which emphasizes:

1. Outward vision rather than an internal preoccupation; however, the President will keep the Board informed of the College's work. (Refer to Board Policy 202).
2. Diversity in viewpoints;
3. Leadership focused on the future, derived from an understanding of the past and present;
4. Clear distinction of Board and Staff roles;
5. Collective rather than individual decisions; and
6. Intended long-term impacts on the communities, not on the administrative or programmatic means of attaining those effects.

306 Conflict of Interest

I. The Board expects of itself that all decisions made by the Board demonstrate a clear lack of conflict of interest by a single Board Member or the Board as a whole. The Board shall:

1. Avoid any situation that may constitute a conflict of interest or the appearance of a conflict of interest with respect to fiduciary responsibility to the College's ownership. Any question as to whether a potential conflict of interest exists shall be referred to legal counsel for the Board.
2. Not conduct private business or self-dealing or provide personal services between any Board member(s) and the organization except as allowed by law, to ensure openness, competitive opportunity, and equal access to information.

306 Conflict of Interest

3. Not use their positions to obtain employment in the College for themselves, family members or close associates. a. Should a Board member or the Board member’s spouse be considered for employment by the College, the Board member must withdraw from any deliberations and voting on any matter that pertains to such employment consideration and shall have no access to applicable Board information. If a Board member or the Board member’s spouse accepts employment from the College, the Board member must resign his/her Board position in accordance with AZ statute.

4. Refrain from using their Board position for personal or partisan gain, take no private or individual action that will compromise the Board or administration, and will respect the confidentiality of information that is privileged from disclosure under applicable law.

306 Conflict of Interest

II. When voting on a matter under consideration that involves or appears to involve a conflict of interest, the member shall declare the conflict at the beginning of discussion on an issue and will not vote on, participate in discussion regarding, or attempt to influence votes on any matter related to the conflict. Every January or at the start of a Board member's term to assist in identifying any potential conflicts, each Board member shall complete and submit a Conflict of Interest form to be turned into the Board attorney for presentation to the board in a public meeting. Such form shall require the submission by the Board member of information relating to any potential conflicts of interest or shall affirm that no such potential conflict currently exists.

307 Board Member Responsibilities and Obligations

District Governing Board members shall operate in ways mindful of the Board's civic trustee obligation to all residents of the county and its lawful obligations in compliance with Title 15, Chapter 12 Community Colleges of the Arizona Revised Statutes and all other applicable federal and state statutes and regulations.

1.Direct, control and inspire the College through the establishment of written policies that clearly define the College's values.

2. Produce written governing policies which address the broadest levels of all organizational decisions and situations.

3. Annually approve the strategic direction of the College.

4. Use the expertise of individual members to enhance the ability of the Board as a body, rather than to substitute his/her individual values for the group's values.

307 Board Member Responsibilities and Obligations

5. Ensure the continual development of governance capability, including periodic Board trainings and discussions of process improvement.

6. Exercise authority over the College and the President only as they operate with one voice as a whole. Individual Board members will abide by and uphold majority decisions of the Board.

7. Seek to represent the ownership as a whole rather than the people of an individual district. Therefore, Board discussions will focus on the welfare to the entire Yavapai College District.

8. Work carefully with the public to ensure use of standard College procedures for handling community complaints or grievances. When individual Board members receive complaints from members of their constituency, the following process shall be followed:

a. The Board member will encourage the individual(s) to contact an appropriate College staff member, and the Board member will also contact the President. The President will let the Board member know when the College processes have been followed and the complaint addressed.

307 Board Member Responsibilities and Obligations

9. Approve names for district real property, as recommended by the President.

10. The version of the policies most recently adopted by the Board replace and supersede all prior versions and is the only version that is binding on the College.

11. In addition to any other requirements under the Open Meeting Law for any type of communications between the Board and the College administration, Board members will comply with the following electronic communication directives to protect the Board from inadvertent violations of the Open Meeting Law:

307 Board Member Responsibilities and Obligations

a. Board members may not use electronic messages of any kind (email, text messages etc.) to communicate with another Board member or members about any matter than may foreseeably come before the Board at a future date for Board action
b. Board members may use electronic messages to communicate with designated District Governing Board staff regarding College or Board business, including requests for factual information related to the College or Board, as long as no other Board members are copied on such message
c. Board members may not forward electronic messages that received from College administration to any other Board member, regardless of whether the Board member forwarding the message adds a personal comment to the forwarded message or not

307 Board Member Responsibilities and Obligations

d. Board members may use an electronic message to communicate a request to the Board Chairperson that a matter be placed on a future Board meeting agenda if no other Board members are copied on such messages

e. College administration may use electronic messages to communicate with a quorum of the Board about College and Board business, including requests for factual information, as long as the messages from administration blind copy the Board members and do not communicate the opinion of any Board member regarding the subject matter(s) addressed in the message.

308 Board Planning & Agenda

To accomplish its job products with a governance style consistent with the Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of policies annually and (b) continually improves Board performance through Board education and enriched input and deliberation. The Board's planning shall include each year that administrative planning and budgeting can be based on accomplishing a one-year segment of the Board's most recent statement of long- term priorities. The Board shall start with the Board's development of its agenda for the next year. Community outreach shall be determined and arranged, to be held each year. Governance education and development (e.g., Board training, demographers, advocacy groups, studying internal and external publications, attending conferences etc.) shall be arranged each year and will be held during the year.

308 Board Planning & Agenda

Board agendas will distinguish between items for discussion, items for decision, and items on the Board's consent agenda. The President and any member of the District Governing Board may have an item be placed on a Board meeting agenda.

A Board Member who wishes to place an item on the agenda should do the following through the Board Chair:

1. If such request is submitted more than four working days prior to the start of a regularly scheduled meeting, the Board Chair shall place the requested item on the agenda for that meeting. If the item is requested less than four working days before the Board meeting, then that item shall be placed on the agenda for the next scheduled Board meeting.
2. If the Chair determines that a matter raised by a Governing Board Member is an issue for the President, the Chair shall refer the matter to the President and notify all Board Members accordingly.

308 Board Planning & Agenda

Clarification of the Chair’s Role

With respect to agenda items requested by Board members, the Board Chair’s role is procedural rather than discretionary. The Chair may determine appropriate agenda categorization (discussion, action, or information) and sequencing but shall not exercise judgement as to whether a requested item is placed on the agenda, except as expressly provided above.

Mandatory Agenda Items The following item shall be placed on every Board meeting agenda:

1. Adoption of Agenda
2. Open Call
3. Requests for items to be places on the next Board agenda

308 Board Planning & Agenda

Location of Board Meetings and Workshops

Regular and special meetings and workshops of the District Governing Board will be held preferably in person with a virtual option. Governing Board meetings shall be held at a physical location accessible to the public, except when the Board determines that circumstances necessitate an alternative meeting format. If a Board meeting is conducted virtually, the specific reason for not holding the meeting fully in person shall be stated on the public meeting agenda and disclosed at the outset of meeting.

308 Board Planning & Agenda

Nothing in this section shall be constructed to limit the Board’s authority under applicable law; however, deviation from in-person meetings shall not be routine and shall be supported by a stated comprehensive rationale in the interest of transparency and public trust.

The Board shall use a consent agenda to comply with its legal and contractual obligations on matters which it has otherwise delegated to the President and to enable efficient decision making. Therefore, the consent agenda will be used to:

1. Deal with items which the Board has delegated but is required to review or receive by relevant law or contract.
2. To escalate the processing of Board decisions which the Chair believes the Board may not need further deliberation.
3. Any Board member may require any item be taken off the consent agenda and replaced as a regular agenda item for discussion and, if appropriate, possible action.

310 Code of Conduct and Ethics

The Board expects of itself, as a whole and of its individual members, ethical and professional conduct. This commitment includes proper use of authority and appropriate decorum in group and individual behavior when acting as Board members. The Board shall:

1. The Board will protect the mission of student learning and student success as they protect the long-term interests of the college.
2. Yavapai College District Governing Board will demonstrate a commitment to informed, ethical decision making based on what is best for the students, the college and the community--not on special interests or personal agendas.

Members will review Board materials provided, attend scheduled meetings, and request data and information through protocols established by the Board in conjunction with the President. In addition: per Yavapai College Board Policy 401, Delegation to and Accountability of President, the Governing Board has delegated the day to-day management of Yavapai College to the President.

310 Code of Conduct and Ethics

Therefore:

1. Each Board member acknowledges the distinction between governance and administration of the College. The Board's primary function is to establish the policies by which the College shall be administered. Authority for day-to-day administration—including initiating policy directives, administering academic programs, conducting College business, directing staff and faculty, and implementing Board actions—is delegated to the College President.
2. Governing Board members shall respect this delegation of authority.
3. Each Board member shall respect the authority delegated to the President by the Governing Board and shall conduct themselves professionally and responsibly in public communications, consistent with their governance and fiduciary responsibilities.
4. The Governing Board and the College President share responsibility for creating and maintaining a spirit of cooperation and a mutually supportive working relationship. Each Yavapai College District Governing Board member and the College President shall promote a healthy working relationship through respectful, open, and honest communication, consistent with their respective roles and responsibilities.

310 Code of Conduct and Ethics

5. Authority rests with the entire board and not individuals. The Board's voice is only expressed through the policies and actions it takes in official meetings. Once the Board has decided on a policy or position, each Board member must be prepared to honor the Board's decision. As individuals, the Yavapai College District Governing Board members have no legal authority to determine policies, programs, or procedures, or to direct the President or any staff. Board members do not speak or act on behalf of the College unless authorized by a majority vote of the Board.

6. Each Board member understands that the President is the primary contact with the college community. Nothing in this policy shall be construed to prohibit a Board member from publicly expressing concerns, criticism, or dissent regarding the President or the College in the exercise of their governance and fiduciary duties.

310 Code of Conduct and Ethics

7. Each Board member will maintain appropriate confidentiality of all executive {closed} sessions, as required by Arizona state statutes, 38-431.03. Each Board member will be expected to understand the Family Educational Rights and Privacy Act (FERPA), and act accordingly.

8. The Board will monitor inappropriate behavior of the Board as a whole and individual Board members and take appropriate corrective action when necessary.

9. Each Board member shall respect the authority delegated to the President by the Governing Board and shall conduct themselves in a professional and respectful manner in public communications, consistent with the Board's governance role.

10. Each Board member should be knowledgeable of the Higher Learning Commissions Criteria for Accreditation, especially as it relates to the Board (see HLC Criteria 2.5 below). Therefore, the Board's performance as a whole and as individuals has the potential to positively and/or negatively affect accreditation.

11. The Yavapai College District Governing Board will devote time to activities that will enhance their knowledge of the college, and higher educations' issues as they engage in a regular and ongoing process of professional development, continuous improvement, self-assessment, and participate in college events as appropriate

310 Code of Conduct and Ethics

The Higher Learning Commission Accreditation Criteria #2 (in part):

2.C. The governing board of the institution is autonomous to make decisions in the best interest of the institution in compliance with board policies and to ensure the institution's integrity.

1. The governing board is trained and knowledgeable so that it makes informed decisions with respect to the institution's financial and academic policies and practices; the board meets its legal and fiduciary responsibilities.
2. The governing board's deliberations reflect priorities to preserve and enhance the institution.
3. The governing board reviews the reasonable and relevant interests of the institution's internal and external constituencies during its decision-making deliberations.
4. The governing board preserves its independence from undue influence on the part of donors, elected officials, ownership interests or other external parties.
5. The governing board delegates day-to-day management of the institution to the institution's administration and expects the institution's faculty to oversee academic matters.

310 Code of Conduct and Ethics

Fiduciary Responsibilities

A community college trustee's fiduciary duties consist of three principal obligations: Duty of Care, Duty of Loyalty, and Duty of Obedience.

Community college board members have three overarching obligations to their boards and institutions: Duty of Care, Duty of Loyalty, and Duty of Obedience.

The Duty of Care requires that board members/trustees always work in the best interests of the college by working collaboratively to make decisions based on sound information and to use deliberative judgments in the interest of their institutions. Board members have a duty to establish and implement reporting systems and regularly review reports from the CEO, to attend and participate in board meetings, to support decisions made by the board, to operate transparently, and to fairly and regularly evaluate and compensate the college President who they employ.

310 Code of Conduct and Ethics

The Duty of Loyalty prevents conflicts of interest. All community college trustees are obligated to forgo their personal and professional interests when working with their respective boards for the sake of upholding this duty and protecting the interests of their college. They should pass and enforce conflict-of-interest policies, keep private institutional matters confidential, uphold whistleblower-protection policies, uphold open meeting laws and operate honestly.

The Duty of Obedience requires that all board members obey all requisite laws—local, federal, and state—as well as all board and institutional policies. As the ultimate body responsible for the well-being of the college, the board of trustees holds tremendous responsibility to set the example for all others by establishing and adhering to policies.

Source: Association of Community College Trustees

Final Comments, Questions, Thoughts?

Yavapai College District Governing Board DRAFT Schedule

2026-2027

August: No Meeting

September 22nd, 2026 – District Governing Board Regular Meeting

October 27th, 2026 – District Governing Board Regular Meeting

November 17th, 2026 – District Governing Board Regular Meeting

January 12th, 2027 - District Governing Board Policy and Attorney Workshop

February 23rd, 2027 - District Governing Board Budget Workshop and Regular Meeting

March 30th, 2027 - District Governing Board Regular Meeting

April 20th, 2027 – District Governing Board Regular Meeting

May 18th, 2027 - District Governing Board Special Meeting

May 25th, 2027 - District Governing Board Budget Public Hearing, Adoption & Regular Meeting

May 27th – District Governing Board Self-Assessment Workshop

Yavapai College
District Governing Board
Special Board Meeting

Wednesday, May 6, 2026
Rock House and Virtually
2:00 p.m.

The YouTube channel and Rock House will be open to the public at **1:45 p.m.** at the latest. All individuals attending the meeting in person will be allowed to bring clear bags ONLY into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Livestream Link:
https://www.youtube.com/user/YavapaiCollege

Members' Present
Mr. Steve Bracety, Board Chair
Mr. Toby Payne, Board Secretary
Mr. William Kiel, Board Member
Mr. Patrick Kuykendall, Board Member (participated via Zoom)
Ms. Deb McCasland, Board Member

Administration Present
Dr. Lisa Rhine, President
Ms. Yvonne Sandoval, Executive Assistant (participated via Zoom)
Ms. Kimberly Whitman, Secretary to the Board

MINUTES

1. General Functions: Procedural
   a. Call to Order {Time: 1}

This agenda item begins at: 14:00:08
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=86e149ce-3713-4b1a-9853-b4420176616e&start=9.302425

Board Chair Bracety called the meeting to order at 2:00pm.

   b. Pledge of Allegiance {Time: 1}

This agenda item begins at: 14:00:15
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=86e149ce-3713-4b1a-9853-b4420176616e&start=16.203262

Board member Kuykendall led the Pledge of Allegiance.

2. Board Business
    a. Yavapai College District Governing Board Legal Counsel Services – Board Chair Steve Bracety – **INFORMATION, DISCUSSION, AND DECISION** {Time: 60}

This agenda item begins at: 14:00:39
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=86e149ce-3713-4b1a-9853-b4420176616e&start=40.824913

Board Chair Bracety provided a meeting format to the District Governing Board for the interview of Mr. Jon M. Paladini, a partner at Pierce Coleman PLLC. Each member of the District Governing Board was given the opportunity to ask Mr. Paladini questions. Mr. Paladini was provided with the opportunity to ask questions of the District Governing Board Members in return. The meeting format provided to the Board and the interview with Mr. Paladini can be viewed at the link above.

Board Chair Bracety, seconded by Board Secretary Payne, moved to adhere to federal, state and college financial policies and procedures to engage Mr. Paladini in a limited engagement contract, with the ability to apply for the full-time position, once the RFP is generated. The motion passed unanimously. (Ayes: Bracety, McCasland, Kiel, Payne, Kuykendall).

3. Adjournment of Board Special Meeting: Procedural - **DECISION** {Time: 1}

Board Chair Bracety moved, seconded by Board member Kiel, moved to adjourn the Wednesday, May 6th, 2026, Board Special meeting at 3:35pm. The motion passed unanimously. (Ayes: Bracety, McCasland, Kiel, Payne and Kuykendall).

Respectfully Submitted,

______________________________ ______________________________

Kimberly Whitman, Recording Secretary **Date**

______________________________ ______________________________

Mr. Steve Bracety, Board Chair **Mr. Toby Payne, Board Secretary**

Yavapai College
District Governing Board
Special Board Meeting

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Mr. Toby Payne, Board Secretary
Ms. Deb McCasland, Board Member
Mr. William Kiel, Board Member
Mr. Patrick Kuykendall, Board Member (Participated via Zoom)

Administration Present
Dr. Lisa Rhine, President
Ms. Yvonne Sandoval, Executive Assistant (Absent)
Attorney Jon Paladnin, District Governing Board Attorney
Attorney Mike Petitti, College Attorney
Ms. Kimberly Whitman, Secretary to the Board

MINUTES

1. General Functions: Procedural
   a. Call to Order {Time: 1}

This agenda item begins at: 13:00:00
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fa057958-6317-4d53-88df-b450017a3f8d&start=74.891491

Board Chair Bracety called the meeting to order at 1:00pm.

   b. Pledge of Allegiance {Time: 1}

This agenda item begins at: 13:00:10
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fa057958-6317-4d53-88df-b450017a3f8d&start=83.811216

Board Secretary Payne led the Pledge of Allegiance.

2. Board Business
   a. Consent Agenda – **DECISION** {Time: 5}
      i. Intergovernmental Agreement Between Yavapai County Community College District and The City of Prescott (*Attached*)

This agenda item begins at: 13:00:32
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fa057958-6317-4d53-88df-b450017a3f8d&start=106.909039

Board Secretary Payne, seconded by Board member Kiel, moved to accept the consent agenda as presented. The motion carried unanimously. (Ayes: Bracety, Payne, Kiel, McCasland, Kuykendall).

   b. Executive Session
      i. A.R.S. §38-431.03(A)(1)(Personnel Matters) (A)(3)(Legal Advice) and (A)(4)(Contracts), Review of President's Annual Evaluation, Compensation, and Employment Agreement – Attorney Jon Paladini – **PROCEDURAL** {Time: 90}

This agenda item begins at: 13:02:08
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fa057958-6317-4d53-88df-b450017a3f8d&start=202.87135

Board member Kiel, seconded by Board Secretary Payne, to move into executive session under A.R.S. §38-431.03(A)(1)(Personnel Matters) (A)(3)(Legal Advice) and (A)(4)(Contracts), Review of President's Annual Evaluation, Compensation, and Employment Agreement with Attorney Jon Paladini. The motion passed unanimously. (Ayes: McCasland, Kiel, Bracety, Payne and Kuykendall).

The District Governing Board entered into Executive Session at 1:05pm.

   c. Convene in Public Session
      ii. Possible Action: President's Evaluation and Consideration of President's Contract, as the Result of Executive Session – Attorney Jon Paladini – **DECISION** {Time: 5}

This agenda item begins at: 15:49:45
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fa057958-6317-4d53-88df-b450017a3f8d&start=9808.943795

The District Governing Board reconvened in Public session at 3:48pm.

Board member McCasland, seconded by Secretary Payne, moved that the Board continue discussions to find an amicable resolution to achieve the best outcome for the college as a whole and our communities. The motion passed unanimously. (Ayes: Bracety, McCasland, Kiel, Payne, Absent from vote: Kuykendall).

3. Adjournment of Board Special Meeting: Procedural - **DECISION** {Time: 1}

This agenda item begins at: 15:50:15
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=fa057958-6317-4d53-88df-b450017a3f8d&start=9838.687795

Board Chair Bracety, seconded by Board member Kiel, moved to adjourn the Wednesday, May 20th, 2026 Board Special Meeting at 3:50pm. The motion carried unanimously. (Ayes: Bracety, Kiel, Payne, McCasland, Absent from vote: Kuykendall).

Respectfully Submitted,

Kimberly Whitman, Recording Secretary

Date

Mr. Steve Bracety, Board Chair

Mr. Toby Payne, Board Secretary