

# BOARD OF TRUSTEES BOARD BOOK (EMERGENCY MEETING)

September 03, 2024 at 2:00 PM  
Key West Campus, Key West

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## MINUTES

### CALL TO ORDER

The emergency meeting was called to order by Chair Madok at 2:00pm.

### PRESENT

Chair Kevin Madok

Trustee Mike Puto

Vice Chair Sheldon Suga (virtual)

Trustee Richard Weinstein (virtual)

Trustee Alexandria Suarez (virtual)

### ABSENT

Trustee Dan Leben

**Employees in person:** President Gueverra, Dr. Munroe, R. Oropeza.

### PLEDGE OF ALLEGIANCE

### ADOPTION AND ADDITION TO THE AGENDA

Motion made by Trustee Puto, Seconded by Trustee Weinstein.

Voting Yea: Chair Madok, Trustee Puto, Vice Chair Suga, Trustee Weinstein, Trustee Suarez.

Chair Madok reminded the Board the importance of attendance at meetings so that he does not have to call emergency meetings. The College has had to have 2 emergency meetings in recent months due to lack of Board attendance.

### INSTRUCTIONAL SERVICES

#### VP ACADEMIC AFFAIRS

1. Updated 2024-2025 College Catalog – Request for Approval

Motion made by Trustee Puto, Seconded by Vice Chair Suga.

Voting Yea: Chair Madok, Trustee Puto, Vice Chair Suga, Trustee Weinstein, Trustee Suarez.

### GOOD OF THE ORDER

The Next Board Meeting will be Tuesday, September 24, 2024, 2:00pm.

The William A. Seeker Campus, 5901 College Road, KW.

Dr. Gueverra stressed the importance of attendance at Board meetings. The Board was not able to elect new officers at the July Organizational meeting due to lack of a quorum. The officers will be elected at the next regular meeting on September 24, 2024.

The College received a special dispensation for this meeting. The Chancellor stated that the College could not wait until the next Board meeting to submit the required report, the Annual Institutional General Education Review Process that was due on September 1st.

Trustee Suarez apologized to the Board for her lack of attendance at recent meetings.

Motion to adjourn at 2:10pm.

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**Dr. Jonathan Gueverra**  
President/ CEO

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**Kevin Madok**  
Chair, Board of Trustees