**FY2021-22**

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| **Month** | **Date** | **Day** | **Time** |  | **Location** (subject to change) | **Agenda Topics/Notes** |
| July |  |  |  | **No Meeting** |  |  |
| Aug.\*Aug.\*  | 3031  | Mon.Tues. . | 1:00 - 5:30p 6:00 - 8:00p 8:00 - 9:00a9:00a - 1:00p 1:00 - 3:00p  | **Work Session**Board DinnerLocal/Campus Meet & Greet**Annual Planning Retreat** **Trustee Meeting** |  Aspen | Annual Planning Retreat Appoint members to CMC/Garfield County Library Condo Association (as needed)Capital Planning; session w/Campus Leaders |
| Oct. ^ | 5 |  Tues. | 8:30 - 9:30a9:30a - noon 1:00 - 3:00p | Local Meet & Greet **Work Session** (Enrollment, Budget Preview/Planning)**Trustee Meeting**  | Morgridge Commons or Glenwood Ctr. (TBD) | Begin annual budget setting cycle, tuition setting discussions |
| Nov. |  |  |  | **No Meeting**Fall Employee Town Halls |  |  |
| Dec.\* | 67 | Mon.Tues. | 2:00 - 5:306:00 - 8:008:00 - 9:009:00 - noon 1:00 - 3:00 | Committee meetings and/or Work Session, as needed Holiday Dinner at TheobaldsLocal Campus Meet/Greet**Work Session** (Budget, Tuition)**Trustee Meeting**  | Breckenridge    | Sign Conflict of Interest & Affirmation of Service Forms; Trustee Handbook updated; new Trustee orientation (election year)Receive spring sabbatical reports [C.R.S. 23-5-123(2)(g)]Accept Q Financials (Last Q of prior FY)Accept Quarterly Financials (1st Qtr. FY)Accept audit per C.R.S. 29-1-603Certify mill levy (C.R.S. 23-71-402 & 39-5-128) prior to 12/15Resolution and Appropriation of reserves ***Election year:*** Certify election results Administer Oath of OfficeElect BOT officers (C.R.S. 23-71-110 to 118) |
| January^ | 25 | Tues. | 9:00 - 10:00a 10:00 - 1:00p1:00 - 3:00p  | Committee meetings, as needed **Work Session** (working lunch)**Trustee Meeting**  | Morgridge Commons  | Approve Tuition and fees for upcoming fiscal year (per C.R.S. 23-71-123) Locations for posting Notice of Meetings (C.R.S. 24-6-402(2)(c)) Accept Quarterly Financials (2nd Qtr.) |
| February |  |  |  | **No Meeting** |  |   |

\*Two-day meetings

^Morgridge Commons/Central Services

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| **Month** | **Date** | **Day** | **Time** | **Proposed Schedule** | **Location** (subject to change) | **Agenda Topics/Notes** |
| March |  8 | Tues. | 8:30 - 9:30a9:30 - 10:30a111110:30a - 1:30p 1:30 - 4:00 | Local Campus/Meet/GreetCommittee Meetings (as needed)**Work Session****Trustee Meeting**  |  Rifle | Capital and Preliminary Budget PreviewBegin/Outline Presidential Evaluation Process (Exec Session)Set Board Meeting Dates for upcoming FY(C.R.S. 23-71-123)Approve sabbatical Requests for fall (C.R.S. 23-5-123(2)(f)BOT charge to external auditors. |
| April |  |  |  | **Trustee Budget Review 1-1s**Spring Employee Town Halls |  | AGB Annual Conference (4/11 – 4/13)Budget “1-1s” with Trustees  |
| May\* | 1718 | Mon.Tues. | 2:00 – 5:00p 5:30p 8:00 - 9:00a 9:00a - noon 12:30 - 3:30p | **Work Session (**as needed**)**Dinner with Foundation BoardLocal Campus/Meet/Greet**Joint Boards Meeting****Trustee Meeting**  |  Leadville/Salida | Set the BOT budget for the next fiscal yearReceive fall sabbatical reports (C.R.S. 23-5-123(2)(f))Accept Quarterly Financials (3rd Qtr.)1st Budget Hearing (C.R.S. 22-44-101,et.seq) (set exact time for final hearing so public notices can be sent to all college district newspapers) (C.R.S. 22-44-101, et. seq)Faculty Promotions (information)Joint Boards and Foundation Board meetingAccept MOU with the CMC FoundationPresident’s Evaluation (Executive Session) |
| June^ | 27 | Tues. | 8:30 - 9:30a 9:30a - noon12:30 - 3:00p | Local Campus Meet & Greet (tbd)**Work Session** (as needed) **Trustee Meeting** | Morgridge/Spring Valley (TBD)  | Final Budget Hearing. 1st resolution to adopt budget; 2nd resolution to appropriate the funds.Election Years – Resolution to hold an election |

**Key**

**Red = Trustee Meeting**

**Green = Annual Planning Retreat/Work Sessions Conferences**

**Purple = No Meeting Month**

**Phone/IVS/WebEx meetings scheduled as needed/necessary (IVS/WebEx will be available/reserved in winter months in case of inclement weather)**

Note: Trustee meeting schedule seeks to accommodate travel time to each location, align with annual budget setting calendar, sync with other opportunities on campus or in the community, and factor in weather and daylight in winter months. Adjustments to be made, as needed. Please hold the entire day/days as indicated.