



Student Centered • Future Focused
BOARD OF TRUSTEES MEETING

Minutes of Tuesday, April 29, 2022

CALL TO ORDER

At 6:00 p.m., Chairman Dennis Troy called the meeting to order and thanked the group attending for their dedication to Bladen Community College. Mr. Troy read to the group the Statement of Ethics Awareness for the State of North Carolina. Mr. Troy asked if any trustee had a conflict or an appearance of a conflict of interest. There were none.

ROLL CALL

Lisa DeVane called the roll.

BOARD MEMBERS PRESENT

Dennis Troy, chair; Hayes Petteway, vice-chair; Pam Benton; Ray Britt; Lillian Bryant; Brian D. Campbell; Bruce Dickerson; Ricky Leinwand; Joseph Rozier; and Whitley Ward

BOARD MEMBERS ABSENT

Mary Andrews and Larry Hammond

OTHERS PRESENT

Amanda Lee; Barry Priest; Sondra Guyton; Jay Stanley; Dolly Horton; Tim Marshburn; Tiina Mundy; Joy Grady; Lisa DeVane; and Gary Grady, board attorney

Hayes Petteway provided a prayer. Jay Stanley led the group in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Troy presented the meeting agenda for Tuesday, April 29, 2022, for review and approval. Ray Britt made the motion to adopt the meeting agenda. The motion was seconded by Brian Campbell and carried unanimously.

STUDENT GOVERNMENT ASSOCIATION REPORT

Barry Priest provided a report on behalf of the Student Government Association. Mr. Priest stated that SGA president, Riley Clewis, and SGA vice-president, Taryn Strickland attended the Foundation Scholarship reception held on Thursday, April 7. Mr. Priest also reported that SGA officers were recognized during the student awards ceremony held on April 13. Mr. Clewis provided an invocation for the event.

Mr. Clewis also provided an invocation for the graduation video, scheduled to be shown on May 13 during the college graduation celebration. The SGA is sponsoring activities scheduled to be held that evening.

Mr. Troy asked if there were any questions for Mr. Priest. He thanked Mr. Priest for his report.

FACULTY AND STAFF REPORTS

Tiina Mundy provided a report on behalf of the faculty senate. Ms. Mundy stated that the agribusiness department had a spring plant sale on Thursday, April 21 and Friday, April 22. The sale included a variety of plants grown in the new greenhouse by the AGR 263 vegetable production class. She reported that approximately \$1,800 was generated from the plant sale to help support the greenhouse. Ms. Mundy stated that the goal is for the greenhouse to become a self-supporting project and plans are now underway for next year's sale.

Ms. Mundy reported that over 200 toiletry products have been donated to The Eagle's Nest during the March toiletries drive. The drive was hosted by the BCC faculty senate and staff council.

Ms. Mundy told the Board that a STEAM Fair was held at the College on Tuesday, April 26. Faculty and students from the electrical systems, mechatronics engineering, information technology, HVAC, paramedic to registered nursing, cosmetology, and agribusiness technology participated in the fair.

Ms. Mundy reported that the science department is now offering two biology electives, BIO 130-Introductory Zoology and BIO 120-Introductory Botany. These courses will transfer as general education courses in Natural Science for college transfer students and will satisfy general education requirements for students pursuing an associate in science degree or associates in arts degree.

Ms. Mundy stated that the University of North Carolina at Pembroke invited the BCC science department to participate in a virtual meeting held on Friday, April 22, with Genomics Education Partnership (GEP) to discuss implementing genomics and bioinformatics in the science curriculum at the community college level.

Faculty advisors continue to advise and register students for the summer and fall 2022 semesters. In addition, faculty are preparing for spring final exams scheduled to be given in May.

No report was given for the staff council.

Mr. Troy asked if there were any questions or comments. He thanked Ms. Mundy for her report.

BLADEN COMMUNITY COLLEGE FOUNDATION REPORT

Sondra Guyton presented a report on behalf of the Foundation. Ms. Guyton reported that the Foundation is receiving coaching sessions with Higher Education Institute (HEI) and they are in the process of updating the Foundation by-laws.

Ms. Guyton stated that a reception to honor scholarship donors and recipients was held on Thursday, April 7. The Foundation board meeting was held immediately after the reception. Abigail Simmons, a BCC ambassador, spoke about her positive experience at the College. Ms. Guyton went

on to say that Lisa Priest Clark, representing the J.B. Priest endowed scholarship, spoke regarding the importance and impact of giving to a community college.

Ms. Guyton continued by saying that the Foundation hosted a reception in honor of Administrative Professionals Day on April 27. The guest speaker for the event was Judith Sessoms, who demonstrated exercises to prevent workplace injuries and reduce stress. Ms. Sessoms is a certified reflexologist. She also reported that a reception was held on April 29 to celebrate the completion of the Finn Swiim 75-mile swim challenge completed by Tiina Mundy. She thanked Ms. Mundy for her service to the Foundation. Ms. Mundy received a round of applause.

Ms. Guyton reported that a mini-grant was award to Dr. Horton to support a professional development project for faculty. The project was held after the college planning session on Wednesday, May 18.

Ms. Guyton stated that the Foundation had recently granted a request in the amount of \$75 to pay a high school equivalency test fee for an incarcerated student. She was happy to report that the student had passed the exam.

There were no questions. Mr. Troy thanked Ms. Guyton for her report.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Dolly Horton presented information regarding the Level II Instructional Service Agreements. The North Carolina Community College System requires board authorization for college presidents to approve Level II Instructional Service Agreements. This authorization must be renewed annually by board vote and appear in the board minutes.

Mr. Britt made the motion to accept the board authorization for presidential approval of Level II Instructional Service Agreements for 2022-2023. Ms. Benton seconded, and the motion carried unanimously.

BUILDING/FACILITIES/GROUNDS COMMITTEE REPORT

No building/facilities/grounds committee report was provided.

FISCAL AFFAIRS COMMITTEE REPORT

Mr. Stanley began his report by providing to the Board copies of the third quarter financial reports comprised of state, county, and institutional funds ending March 31, 2022. He stated that since the Board initially approved the budget, the College has received an additional \$1,522,916 for a total state budget of \$12,102,555. Mr. Stanley explained that this amount is comprised of the initial allocation difference of \$1,162,670; a legislative bonus allocation of \$153,402; longevity allocation of \$152,032; marketing and outreach for apprenticeships in the amount of \$40,000; and funding for customized training projects in the amount of \$14,812. Mr. Stanley also reported that the College has received stabilization funds in the amount of \$784,863 that can be used January of 2022 through December of 2024. These funds have specific time parameters that allows the funds to be spread

equally over this timeframe. Expenses at the end of the quarter total \$7,864,371 with outstanding encumbrances of \$2,530,831.

Mr. Stanley reported that the College has received 75% or \$1,064,551 of the allocation for operating expenses from the county. He reviewed with the Board the operating budget encumbrances, expenses, and availability of funds at year end. The projected available budget balance is \$54,082 or 4.8% at year end. This amount may fluctuate due to rising utility costs. Mr. Stanley stated that he monitors county fund budgets daily to be sure they remain in good order at year end.

Mr. Stanley reported to the Board the institutional fund balances. He stated that current unrestricted funds total \$1,199,125, restricted funds total \$115,202, and proprietary funds total \$819,895. Total Bladen Community College institutional funds equal \$2,134,223. Plant funds or assets equal \$14,617,2649 and agency funds are \$5,106. Mr. Stanley stated that all budgets are in good order.

Mr. Petteway presented the Foundation Investment Committee Report. He reported that the market continues to fluctuate. The balance of the investments to date is approximately \$1,083,000. He stated that the Sizemore Group continues to focus on the long-term goals with the College investments during this unstable period.

PERSONNEL COMMITTEE REPORT

Dr. Lee reported to the Board that Missi Hester would be sending out the presidential evaluation instrument upon her return.

PRESIDENT'S REPORT

Dr. Lee began her report by thanking the trustees who recently attended the North Carolina Association of Community College Trustees Law/Legislative seminar held in Raleigh. Mr. Troy and Dr. Lee served as panelists during the seminar.

Dr. Lee reported to the Board that the College is partnering with the Chamber of Commerce and Bladen's Bloomin' to reinvigorate the Leadership Bladen program. Dr. Lee told the Board that classes began on April 28 with thirteen individuals participating. Mr. Troy, Mark Gillespie, Howell Clark, and Niki Dennis spoke regarding their leadership experiences. The program will continue monthly through November.

Dr. Lee told the group that she recently had the opportunity to speak at a legislator's luncheon. Representative Brisson and Mr. Britt were in attendance. Dr. Lee spoke regarding the sewage repair needs at the College. Dr. Lee also spoke at Elizabethtown Baptist Church and provided information regarding the College.

Dr. Lee reported that an after-action plan meeting was held recently after a bomb threat was called in to an area high school causing the schools to go on lock-down. She reminded the Board that area high school students attend the College through the Career and College Promise Program and the Bladen Early

College Program. The after-action meeting is held to determine actions that took place during the emergency and to assess what can be done to improve the process in the event of an emergency.

Dr. Lee invited the group to the 2022 Graduation Celebration scheduled to be held on Friday, May 13 beginning at 6:00 pm.

Dr. Lee stated that additional information will be shared during an upcoming meeting regarding a new marketing plan for College. Information regarding reorganization at the College will also be provided to the Board.

Mr. Lee announced that Barefoot Brew has opened in the College library and has been successful. The hours of operation are Monday through Friday, 7:00 am to 5:00 pm.

Mr. Troy asked if anyone had any questions or comments. Mr. Troy thanked Dr. Lee for her report.

OLD BUSINESS

No old business was provided.

NEW BUSINESS

Mr. Petteway urged those present to participate in a barbeque plate sale scheduled to be held on May 6 to benefit Bladen Crisis Assistance.

UNFINISHED BUSINESS

No unfinished business was provided.

ADJOURNMENT

Chairman Troy thanked the trustees for their service and commitment to the College. At 6:55 p.m., the meeting adjourned with a motion by Mr. Campbell and a second by Mr. Britt. Motion carried.

Dennis Troy, Chairman

Amanda Lee, Secretary