

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**July 17, 2012**

The Board of Trustees of Pearl River Community College met at 1:00 p.m. on Tuesday, July 17, 2012, for their monthly meeting in the West Conference Room in the Olivia Bender Cafeteria on the Poplarville Campus.

### **TRUSTEES IN ATTENDANCE/ABSENT:**

Mr. Frank Ladner, Chairman	Mr. Dale Purvis
Mr. Herbert Ray Nobles, Vice Chairman	Mr. Craig Robbins
Mr. M.L. "Sonny" Knight, Secretary	Mr. Albert Brooks
Mr. Brian Freeman	Mr. Alan Lumpkin - Absent
Mr. Alan Dedeaux	Mr. Purvis W. "P.W." Polk, Jr.
Mr. Ike Haynes - Absent	Dr. Gale Harris
Mr. Anthony Charles "Tony" Waits	Mr. Don Welsh
Dr. Ben Burnett	Ms. Teresa Lynn Stafford

**PRCC STAFF:** President Dr. William Lewis, Vice President for Business and Administrative Services Mr. Roger Knight, Vice President for Poplarville Campus and Hancock Center Dr. Adam Breerwood, Director of Public Relations Mr. Chuck Abadie, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Director of Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, Vice President for Economic and Community Development Dr. Scott Alsobrooks, and President's Administrative Assistant Ms. Marilyn Dillard

**GUESTS:** Mr. Preston Smith, Business Information Services, LLC

Chairman Frank Ladner opened the meeting by welcoming all attendees to today's meeting. He requested everyone to stand for the Invocation and Pledge of Allegiance. Mr. Polk provided the Invocation. After the Pledge of Allegiance, the following business was transacted.

At this time, Dr. Lewis recognized and welcomed Mr. Preston Smith to today's meeting. He stated that Mr. Smith, principal owner of Business Information Services, will be providing an overview of the **PRCC Demographics Study and Enrollment Projections**. Mr. Smith provided a copy of the Demographics Study to all board members and also a visual Power Point presentation of the Study. Following Mr. Smith's presentation, a brief question and answer session was held.

Chairman Ladner requested approval of the **June 12, 2012, board meeting minutes**. A motion was made by Mr. Nobles, seconded by Mr. Waits, to approve the June 12, 2012, board meeting minutes. The motion carried.

Departmental reports were then presented by staff administrators. Those presenting reports included Dr. Smith, Dr. Burt, Dr. Breerwood, and Mr. Lovell.

Roger Knight then presented and reviewed the **Reconciled Bank Balances for June 30, 2012**, and the **Statement of Expenditures for June 30, 2012**. No action was necessary.

Mr. Knight presented for review and approval the June **2012 Disbursement Register (Claim Docket) in the amount of \$1,394,908.57**. A motion was made by Dr. Burnett, seconded by Mr. Dedeaux, to approve the June 2012 Disbursement Register (Claim Docket) as presented herein. The motion carried. The original Disbursement Register is on file in the Business Office.

Mr. Knight then presented a **Single Source Item** for custom digitally printed flags for the Fine Arts Department in the amount of \$5,993.10. This single source item is from American Band Accessories, LLC. A motion was made by Mr. Waits, seconded by Mr. Nobles, to approve said Single Source Item for purchase. The motion carried.

Mr. Knight then presented the **Fixed Asset Deletions Report for July 2012** in the amount of \$3,754.95. Said report contains various non-serviceable computer items for salvage. A motion was made by Mr. Knight, seconded by Mr. Waits, to approve. The motion carried. The Fixed Asset Deletions Report for July 2012 is on file in the Business Office.

Following Mr. Knight's finance report, Dr. Lewis stated that the College has ended another successful financial year. He commended Mr. Knight and his Business Office Staff for their efforts and professionalism in handling the College's funds.

The following employee **resignations** were presented as follows:

Dr. Breerwood presented the resignation of Ms. Teresa Alexander from the position of Instructor of Business Office Technology, and Dr. Burt presented the resignation of Dr. Lindsey Lewis from the position of Workforce/Economic Development Specialist effective July 23, 2012. A motion was made by Mr. Waits, seconded by Dr. Burnett, to approve of the resignations as defined herein. The motion carried.

The following new personnel **recommendations** were presented as follows:

Dr. Burt presented the **employment** of Mr. Chris Christen from adjunct instructor to full-time status as Instructor of Biology (FCC) effective August 6, 2012, Ms. Silvia Preston as Instructor of Computer Science (FCC) effective August 6, 2012.

Dr. Smith presented the **transfer** of Ms. Tracy Smith from the position of Public Services Librarian (11 mos) to the position of Director of College Libraries effective July 1, 2012.

Dr. Breerwood presented the **employment** of Ms. Lauren Mayeaux for the position of Instructor of Office Systems Technology effective August 6, 2012, the employment of Ms. Annabelle Alsobrooks for the position of Instructor of Business Office Technology effective August 6, 2012, and Mr. Joe Garvin to the position of Director of the Athletic Advisement Center/Adult Learning Services effective July 18, 2012.

A motion was made by Dr. Burnett, seconded by Mr. Purvis, to approve and accept the employment and transfer of personnel as stated and defined above. The motion carried.

Dr. Breerwood presented the following **employee transfers**: Ms. Kim Boutwell from the position of Head Resident Women's Suites to the position of Assistant Softball Coach (2/5)/Student Services/Athletic Department Assistant (3/5); Mr. Kyle Lindsey from the position of Head Resident Men's Suite/Assistant Baseball Coach (part-time) to the position of Assistant Baseball Coach (2/5)/Instructor of HPR (3/5); Ms. Sharon Nightengale from the position of Associate Degree Nursing Lab Coordinator to the position of Instructor of Associate Degree

Nursing; Ms. Naomi Bridgers from the position of Instructor of Practical Nursing to the position of Instructor of Associate Degree Nursing; Dr. Barbara Gandy from the position of Director of Retention and Adult Learning Services to the position of Instructor of Speech (FCC)/Academic Advisor (FCC).

A motion was made by Mr. Nobles, seconded by Mr. Purvis, to approve and accept the employee transfers as stated and defined above. The motion carried.

There were no legal matters to be presented to the board at today's meeting.

A motion was then made by Mr. Nobles, seconded by Mr. Waits, to **consider entering** into Executive Session to discuss personnel matters. The motion carried.

A motion was then made by Mr. Knight, seconded by Mr. Dedeaux, to **enter and remain** in Executive Session. The motion carried.

A motion was made by Dr. Burnett, seconded by Mr. Nobles, to **exit** Executive Session. The motion carried.

The meeting then returned to Open Session. No action was taken in the Executive Session.

In the President's Report, Dr. Lewis reported on the following items:

- Reported that the annual MACJC Trustees Conference held July 13-14, 2012, was a successful event. Trustees attending the conference in Tunica, Mississippi, were Frank Ladner, Teresa Stafford, and H. R. Nobles.
- Reported that a telephone interview was held with the Aspen Institute on July 11.
- Reported that faculty will return August 6 and that classes will begin August 13.

There being no further business to come before the Board of Trustees, a motion was made by Mr. Nobles, seconded by Mr. Waits, to adjourn. The motion carried.

The next meeting of the PRCC Board of Trustees will be held Tuesday, August 14, 2012, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus.

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Frank Ladner, Board Chairman

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M. L. "Sonny" Knight, Board Secretary

The official signed minutes are on file in the PRCC President's Office and are available for viewing upon request.