

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

November 13, 2012

The Board of Trustees of Pearl River Community College met at 1:00 p.m. on Tuesday, November 13, 2012, for their monthly meeting in the Board of Trustees 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	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, Vice President for Planning and Institutional Research Dr. Becky Askew, PRCC Board Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: Lucien Bourgeois, Mark Houston, and Elizabeth Thomas from Butler/Snow Law Firm; PRCC Soccer Coaches Jack Byrd and Paul Martin, PRCC Soccer Players (sophomore and team captains) Charlotte Crisp, Jessica Guillot, Cayce Seal, and Drew Kirkwood

Dr. Lewis informed the board of the passing of Mrs. Jerry Burge last night. She was a former board member who served the College for 10 years. Dr. Lewis requested everyone to remember Mrs. Burge's family in thought and prayer during this difficult time.

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

At this time, Dr. Lewis recognized PRCC Soccer Coaches Jack Byrd and Paul Martin and the soccer team captains. The Women's Soccer Team recently won the 2012 MACJC State Soccer Championship and the 2012 Region 23 NJCAA Region Soccer Championship. The Men's Soccer Team won the 2012 Region 23 NJCAA Region Soccer Championship. Their trophies were presented to the board.

Trustee Sonny Knight expressed his appreciation to the soccer coaches and players and congratulated them on a successful year. He then made a motion that the trustees' board per diem (\$40) for the month of November be donated to the Soccer Program to help pay for championship rings for the teams. Herbert Ray nobles seconded the motion, and the motion was unanimous.

At the request of Dr. Lewis, Lucien Bourgeois, Mark Houston, and Elizabeth Thomas provided a presentation report on **Refinancing the College's Debt**. Specifically, the debt to be refinanced is the PRCC Student Housing Corporation Revenue Bonds, Series 2005 (Student Housing Project) dated June 15, 2005, in the original principal amount of \$10,595,000.00. Mr. Bourgeois stated that with the current low interest rates, the refinancing of this debt could provide a savings of approximately \$2 million for the College. A **Resolution** authorizing the College to enter into this loan agreement was presented for board approval. A motion was made by Sonny Knight, seconded by Mr. Nobles, to approve said Resolution which defines Refinancing the College's Debt as presented and stated herein. Said Resolution is attached as Exhibit "A" and made a part of these official minutes. The motion was unanimous.

Dr. Askew then presented for approval the **Strategic Plan and Internal Performance Indicators Final Report (2011-2012)** and the **Institutional Planning and Effectiveness Document (2011-2012)**. A motion was made by Mr. Knight, seconded by Mr. Purvis, to approve and accept the documents as presented and defined herein. The motion was unanimous.

Chairman Ladner requested approval of the **October 9, 2012, board meeting minutes**. A motion was made by Mr. Knight, seconded by Mr. Waits, to approve the October 9, 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, Dr. Alsobrooks, and Mr. Lovell.

In the financial reports, Roger Knight presented and reviewed the **Reconciled Bank Balances for October 31, 2012**, and the **Statement of Expenditures for October 31, 2012**. No action was necessary.

Mr. Knight then presented for review and approval the **October 2012 Disbursement Register (Claim Docket) in the amount of \$3,641,349.55**. A motion was made by Mr. Nobles, seconded by Mr. Waits, to approve the October 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 for approval a **single source item** from vendor Automation Designs and Solutions, Inc. for Finger Pro ID Fingerprint Transmission Software in the amount of \$6,850.00 for the FCC Practical Nursing Program. This will be funded with Carl Perkins funds. A motion was made by Mr. Knight, seconded by Mr. Dedeaux, to approve the purchase of this single source item as defined herein. The motion was unanimous.

Mr. Knight presented three **Fixed Asset Deletions Reports for October 2012**. The reports contain various unserviceable computer/electronic items and furniture items to be salvaged. The original reports are on file in the Business Office. A motion was made by Dr. Burnett, seconded by Mr. Waits, to approve the Fixed Asset Deletions Reports for October 2012. The motion was unanimous.

Dr. Lewis then requested the need for an Executive Session to discuss personnel matters. A motion was made by Mr. Nobles, seconded by Mr. Waits, to **consider entering** into an Executive Session to discuss personnel matters. The motion was unanimous.

A motion was then made by Mr. Knight, seconded by Mr. Nobles, to **enter** into an Executive Session. The motion was unanimous.

A motion was then made by Mr. Waits, seconded by Mr. Haynes, to **exit** Executive Session. The motion was unanimous.

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

The following personnel matters were then presented:

- Dr. Breerwood presented the **resignations** of **Mr. Tim Hatten** from the position of Head Football Coach/Instructor of HPR effective June 30, 2013; **Mr. Drew Causey** from the position of Assistant Football Coach (2/5)/Instructor of HPR (3/5) effective June 30, 2013; and **Mr. Jim Nowell** from the position of Assistant Football Coach (2/5)/Instructor of HPR (3/5) effective June 30, 2013. A motion was made by Mr. Waits, seconded by Mr. Robbins, to approve and accept the resignations of Mr. Hatten, Mr. Causey, and Mr. Nowell as presented and defined herein. The motion was unanimous.

A motion was made by Mr. Waits, seconded by Dr. Harris, to **consider entering** into Executive Session to discuss personnel matters. The motion was unanimous.

A motion was made by Mr. Waits, seconded by Mr. Robbins, to **enter** into Executive Session. The motion was unanimous.

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

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

The following personnel matters were then presented:

- Dr. Breerwood presented the **non-renewal of employee contracts** for **Mr. John Creech** from the position of Assistant Football Coach/Wellness Center Residence Life Assistant effective June 30, 2013; **Mr. Leroy Frederick** from the position of Assistant Football Coach/Student Services and Athletic Department Assistant effective June 30, 2013, and **Mr. Sam Olajubutu** from the position of Assistant Football Coach (part-time) effective June 30, 2013. A motion was made by Mr. Waits, seconded by Mr. Nobles, to approve the non-renewal of employee contracts effective July 1, 2013 for Mr. Creech, Mr. Frederick, and Mr. Olajubutu. The motion was unanimous.
- Roger Knight presented for acceptance the **retirement** of **Ms. Liz Swilley** from the position of Administrative Assistant and Data Entry Clerk effective December 31, 2012.
- Dr. Burt presented for acceptance the **retirement** of **Mr. Edwin Elkins** from the position of Instructor/Coordinator – Learning Lab (11 mos)(FCC) effective January 1, 2013.

A motion was made by Mr. Robbins, seconded by Mr. Nobles, to accept the **retirements** of Ms. Swilley and Mr. Elkins as stated herein. The motion carried.

- Dr. Burt presented the approval of a new grant funded position, **Workforce Training and Testing Coordinator**. This is a full-time, temporary position contingent upon grant funds. A motion was made by Mr. Polk, seconded by Mr. Waits, to approve the establishment of this new position based upon grant funding. The motion was unanimous.

- Dr. Alsobrooks presented the approval for the establishment of a new grant funded position, **Instructor of Health Information Technology**. This is a full-time, temporary (three-year position) contingent upon grant funds. A motion was made by Mr. Freeman, seconded by Mr. Welsh, to approve the establishment of this new position based upon grant funding. The motion was unanimous.

Legal matters consisted of the presentation/resolution for Refinancing the College's Debt and was presented earlier in the meeting.

There were no items discussed in Other Business.

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

- Reminded board members that the December 11, 2012, board meeting has been rescheduled to Thursday, December 13, 2012. Dr. Lewis stated that the Southern Association of Colleges and Schools' Annual Convention is scheduled for December 9-11, and that he will be attending this convention.
- Announced the PRCC Vesper Christmas Choral Concert will be held November 29 at 10:50 a.m. and at 7:00 p.m. in Malone Chapel.
- Announced the PRCC Leadership Graduation will be held November 29 at the PRCC Lowery Woodall Center in Hattiesburg.
- Reminded board members that the President's Christmas Open House will be held Tuesday, December 4, from 2:00 to 5:00 p.m. All board members are welcome to attend.

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

The next meeting of the PRCC Board of Trustees will be held **Thursday, December 13, 2012**, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus.

Frank Ladner, Board Chairman

M. L. "Sonny" Knight, Board Secretary

EXHIBIT A: Resolution of the Board of Trustees of the Pearl River Community College District (the "District"), authorizing the District to enter into the Mississippi Development Bank Community and Junior College State Intercept Program (the "Program") with the Mississippi Development Bank (the "Bank"); authorizing the negotiation for the sale by the Bank of its Special Obligation Bonds, Series 2012 (Pearl River Community College District Refunding Project), in the principal amount of not to exceed ten million dollars (\$10,000,000) to provide funds for a loan (the "loan") between the District and the Bank pursuant to a loan agreement between the District and the Bank secured by a Promissory Note (Pearl River Community College District Refunding Project) in the principal amount of not to exceed ten million dollars (\$10,000,000) (the "note"); approving the form of and execution of, as applicable, the loan agreement, the note, the trust indenture, the preliminary official statement, the bond purchase agreement, the intercept agreement, and related documents to be used in connection with the program.

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