

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**April 9, 2013**

The Board of Trustees of Pearl River Community College met Tuesday, April 9, 2013, at 1:00 p.m. 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
Mr. Alan Dedeaux - Absent	Mr. Purvis W. "P.W." Polk, Jr.
Mr. Ike Haynes	Dr. Gale Harris
Mr. Anthony Charles "Tony" Waits - Absent	Mr. Don Welsh
Dr. Ben Burnett - Absent	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, Board Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

**GUESTS:** None

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. Trustee Craig Robbins provided the Invocation. After the Pledge of Allegiance, the following business was transacted.

Chairman Ladner requested approval of the **March 19, 2013, board meeting minutes**. A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to approve the March 19, 2013, board meeting minutes. The motion was unanimous.

Departmental reports were then presented by staff administrators. Those presenting reports included Dr. Smith, Dr. Burt, Dr. Breerwood, and Mr. Lovell. No report was provided from the Buildings and Grounds Committee. This committee did not meet prior to today's board meeting.

In the financial reports, Roger Knight presented and reviewed the **Reconciled Bank Balances for March 31, 2013**, and the **Statement of Expenditures for March 31, 2013**. No action was necessary.

Mr. Knight then presented for review and approval the **March 2013 Disbursement Register (Claim Docket) in the amount of \$5,749,250.45**. A motion was made by Craig Robbins, seconded by Alan Lumpkin, to approve the March 2013 Disbursement Register (Claim Docket) as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

The following personnel matters were then presented for approval:

- Dr. Breerwood presented the **resignation** of **Ms. Lindsey Wilberding** from the position of Recruiter effective March 8, 2013, and the **resignation** of **Ms. Brandi DeRoche** from the position of Instructor – Learning Lab (10 mos) effective June 30, 2013.

A motion was made by Sonny Knight, seconded by H. R. Nobles to approve the resignations of Ms. Wilberding and Ms. DeRoche as stated herein. The motion was unanimous.

- Dr. Breerwood presented the **retirement** of **Ms. Martha Willoughby** from the position of Department Chair/Instructor of English effective May 31, 2013, and the **retirement** of **Mr. Webster Ladner** from the position of Grounds effective June 30, 2013.

A motion was made by Herbert Ray Nobles, seconded by P. W. Polk, to approve the retirements of Ms. Willoughby and Mr. Ladner as stated herein. The motion was unanimous.

In Legal Matters, Mr. Smith informed the board that the Validation of the Bond Re-Financing Project is now complete. No action was required.

Mr. Smith also stated that he has prepared an **Order Authorizing The Purchase Of Real Property** specifically for the purchase of the Reeves' property located on Highway 11 adjacent and just to the north of the College. Mr. Smith requested board approval of the Order. A motion was made by Herbert Ray Nobles, seconded by Dale Purvis, to accept and approve said Order as stated and defined herein. The motion was unanimous. A copy of said order is attached hereto as Exhibit "A" and made a part of these official minutes.

In other business, Dr. Lewis presented for approval the **2013 Summer Work Schedule**. This schedule will allow the College to operate on a Monday through Thursday work schedule for the period of June 3 through July 26, 2013. The office hours will be extended so that employees are working the same number of hours during the four-day summer schedule as they do during the regular school year when offices are open five days per week. This schedule will provide cost-savings benefits for the College and its employees. A motion was made Sonny Knight, seconded by Herbert Ray Nobles, to approve the 2013 Summer Work Schedule as presented herein. The motion was unanimous.

In the President's Report, Dr. Lewis and Roger Knight discussed the following items relating to the College's budget:

- Funds appropriated by the state include \$4 million (statewide) to pay employees' retirement premiums and \$8 million (statewide) Workforce Education Training (WET) funds.
- Insurance pro-rated premium increase for new buildings, etc. in the amount of \$60,000
- Mississippi Power rate increase in the amount of \$121,494
- Title III – the College's additional obligation for FY 2014 in the amount of \$203,762
- Football program's salary adjustments over previous year staff in the amount of \$69,700
- Scholarship adjustment to offset tuition increase in the amount of \$200,000
- PERS employer increase from 14.26 percent to 15.75 percent in the amount of \$269,000
- Net revenue increase required for FY 2014 for built in expenses total \$944,956.

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

- Reminded board members that the College's Graduation Ceremony will be held May 15 at the Lynn Cartledge Multipurpose Center in Hattiesburg. This year's keynote speaker will be the Honorable Mark Formby, member of the Mississippi House of Representatives. At the May 14 meeting, board members will be asked to volunteer to attend this event.
- Reminded board member about the MACJC Trustees Conference to be held July 12-14, 2013 at Beau Rivage in Biloxi, MS.
- Recommended board approval to reschedule the June 11 and July 9 board meetings. The MACJC Legislative Conference is scheduled June 9-12, 2013, which Dr. Lewis must attend as chair of the MACJC President's Association. This meeting is recommended to be rescheduled to Thursday, June 6. Also, the school superintendent's conference could affect attendance of the July 9 board meeting. Dr. Lewis recommended this meeting be held Friday evening, July 12, at Mary Mahoney's Restaurant and in conjunction with the MACJC Trustees Conference on the Gulf Coast. A motion was made by Dale Purvis, seconded by Dr. Gale Harris, to approve of the June 11 and July 9 meetings to be rescheduled to June 6 and July 12. The motion was unanimous.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, May 14, 2013** 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 following items are attached hereto as Exhibit Items and made a part of these official minutes of the meeting of the Pearl River Community College Board of Trustees on April 9, 2013.

EXHIBIT A

ORDER AUTHORIZING PURCHASE OF REAL PROPERTY

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