

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

June 6, 2013

The Board of Trustees of Pearl River Community College met Tuesday, June 6, 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 - Absent
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, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Director of Public Relations Mr. Chuck Abadie, 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

PRCC GUESTS: Mr. Barry Upton, Director of Adult Education Services; Ms. Terri Ward, GED Success Counselor; Mr. Josh Hoffpauir, Head Baseball Coach

Dr. Lewis recognized Barry Upton and Terri Ward who gave an informative report on the College's Adult Education Services and how Mississippi ranks with the rest of the United States.

Dr. Lewis also recognized Josh Hoffpauir who gave an overview of the College's baseball program and season highlights.

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. Brian Freeman provided the Invocation. After the Pledge of Allegiance, the following business was transacted.

Chairman Ladner requested approval of the **May 14, 2013, board meeting minutes**. A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to approve the May 14, 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. The Buildings and Grounds Committee did not meet prior to today's meeting.

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

Mr. Knight then presented for review and approval the **May 2013 Disbursement Register (Claim Docket) in the amount of \$1,850,801.20**. A motion was made by Brian Freeman, seconded by Alan Lumpkin, to approve the May 2013 Disbursement Register (Claim Docket) as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight then presented the **Fixed Asset Deletions Reports for June 2013** in the amount of \$2,756.42. Said reports contain various unserviceable electronic and computer items that will be salvaged. A motion was made by H. R. Nobles, seconded by Brian Freeman, to approve said Fixed Asset Deletions Report. The motion was unanimous. The original Fixed Asset Deletions Report is on file in the Business Office.

The **PRCC FY 2013-2014 Instructional Salary Schedule** was presented for approval by Mr. Knight. After review of said salary schedule, a motion was made by Craig Robbins, seconded by P. W. Polk, to approve the FY 2013-2014 Instructional Salary Schedule. The motion was unanimous. A copy of the FY 2013-2014 Instructional Salary Schedule is attached hereto as Exhibit "A" and made a part of these official minutes.

Mr. Knight then presented a complete overview of the **PRCC FY 2014 Budget** for approval and adoption. On conclusion of the budget review, Mr. Knight stated that the FY 2014 Budget is being presented as a balanced budget. After review and discussion, a motion was made by Sonny Knight, seconded by P. W. Polk, to approve and adopt said budget as presented herein. The motion was unanimous. The original FY 2014 Budget is on file in the Business Office.

The following personnel matters were then presented for approval:

- Dr. Burt presented the **resignation of Ms. Susan Donohue** from the position of Director of General Education (FCC) (50%) (12 Months) effective June 30, 2013.
- Dr. Breerwood presented the **resignation of Ms. Holly Carney** from the position of Instructor of Associate Degree Nursing effective May 15, 2013.

A motion was made by Craig Robbins, seconded by H.R. Nobles, to approve and accept the resignations of Ms. Donohue and Ms. Carney as stated herein. The motion was unanimous.

- Dr. Breerwood presented the following employee **recommendations**:
 - The **transfer of Mr. Jason Francis** from the position of Assistant to the Athletic Director (3/5) (12 Months) and Assistant Men's Basketball Coach (PT) (11 Months) **to** the position of Interim Athletic Director/Coordinator of Intramurals effective July 1, 2013.
 - The **transfer of Mr. Jeff Long** from the position of Athletic Field Maintenance (50%)(12 Months) and Residence Life Assistant to Instructor of English effective August 5, 2013.
 - **Part-time temporary employment for Ms. Anna Busby and Ms. Jennifer Laborde** for the temporary positions of Instructor for PN-RN (2013 Summer Bridge Program) effective May 28 to July 3, 2013.
 - **Employment of Ms. Sylvia Martinez** for the position of Instructor of Mathematics (Hancock Center) effective August 5, 2013.

A motion was made by Dr. Ben Burnett, seconded by Brian Freeman, to approve the employee recommendations as defined herein. The motion was unanimous.

- Dr. Lewis presented the **PRCC FY 2013-2014 Personnel Recommendations** for approval effective July 1, 2013.

A motion was made by H. R. Nobles, seconded by P. W. Polk, to approve the **PRCC FY 2013-2014 Personnel Recommendations** as presented and recommended by Dr. Lewis. The motion was unanimous.

In Legal Matters, Mr. Smith reported that the College has been awarded a **Transportation Alternatives Project (Grant) by the Mississippi Department of Transportation** for upgrades and improvements to Crosby Hall Courtyard. Mr. Smith that the project will require board action to approve and authorize Dr. Lewis as the signature authority for the Transportation Alternative Project (Grant). A motion was made by Craig Robbins, seconded by Alan Lumpkin, to approve Dr. Lewis as the signature authority for this grant project. The motion was unanimous. A copy of the Order Authorizing Execution of Request for Activation of said project is attached hereto as Exhibit "B" and made a part of these official minutes.

In conclusion of Legal Matters, Mr. Smith stated that the **acquisition and purchase of the Breland (Reeves) Property** on Highway 11 will be closed this afternoon in Dr. Lewis's office.

In the President's Report, Dr. Lewis informed the board that his **presidential employment contract** with the College will officially expire June 30, 2013. A motion was made by Herbert Ray Nobles, seconded by Dr. Ben Burnett, to grant Dr. Lewis a three year employment contract with the College. The motion was unanimous.

In closing, Dr. Lewis stated that the new open carry gun law will become effective July 1. This new law will be discussed at the MACJC Trustees Conference July 12, and that it will be discussed with the board at their meeting Friday afternoon, July 12, at Mary Mahoney's Restaurant.

There being no further business to come before the Board of Trustees, a motion was made by Sonny Knight, seconded by Dale Purvis, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held **Friday, July 12, 2013** at 5:00 p.m. at Mary Mahoney's Restaurant (in conjunction with the MACJC Trustees Conference) in Biloxi, Mississippi.

Frank Ladner, Board Chairman

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 June 6, 2013.

Exhibit A PRCC FY 2014 Instructional Salary Schedule

Exhibit B Order Authorizing Execution of Request for Activation: Transportation Alternatives Project Through the Mississippi Department of Transportation

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.