

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

September 10, 2013

The Board of Trustees of Pearl River Community College met Tuesday, September 10, 2013, at 1:00 p.m. for their monthly meeting in the Pearl River Community College Olivia Bender Cafeteria's Board of Trustees Room in Poplarville, Mississippi.

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	Mr. Purvis W. "P.W." Polk, Jr.
Mr. Ike Haynes	Dr. Gale Harris
Mr. Anthony Charles "Tony" Waits	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 Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, Director of Public Relations Mr. Chuck Abadie, Vice President for Economic and Community Development Dr. Scott Alsobrooks, Board Attorney Mr. Martin Smith, Instructor of Music and Director of Fine Arts/Communication and the Ethel Holden Brownstone Center for the Arts, Mr. Archie Rawls, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: Ms. Angela Herzog, CPA, Herzog CPA Company, PLLC, and Mr. Shea McNease, Project Engineer, Shows, Dearman and Waits, Inc.

Chairman Frank Ladner opened the meeting by welcoming all trustees and guests to today's meeting. Al Brooks provided the Invocation. After the Invocation and Pledge of Allegiance, the following business was transacted.

Dr. Lewis recognized and welcomed Ms. Angela Herzog who provided an overview of the **PRCC Audited Financial Statements for the Year Ended June 30, 2012**. Ms. Herzog reported that the College received an Unqualified Opinion, or the top rating for an audit, with no findings or recommendations. After a brief discussion, Dr. Lewis commended Roger Knight and his staff on the College's successful audit and the management of the College's funds.

Dr. Lewis then recognized and welcomed Mr. Shea McNease who provided a review of the **Johnson Property that the College has been authorized to purchase**. He stated that the Johnson Property is located on Highway 49 adjacent to the Forrest County Center in Hattiesburg, Mississippi and contains 9.2 acres of land. After his presentation, Dr. Lewis stated that the consensus of the Buildings and Grounds Committee's is to recommend that the College continue with the purchase of the property. A motion was made by Herbert Ray Nobles, seconded by Alan Dedeaux, to approve and authorize the College to proceed with the purchase of the Pete Johnson as presented and defined herein. The motion was unanimous.

Chairman Ladner requested approval of the **August 13, 2013, board meeting minutes**. Dr. Lewis added that the minutes should be approved as amended with the following statement inserted on Page 2 of the August 13, 2013, meeting minutes: **“Final purchase of this property will also be contingent on approvals by the State Bureau of Building, Grounds, and Real Property Management and the Mississippi Community College Board.”** Dr. Lewis added that upon review of the previous minutes sent to board members, he and Attorney Martin Smith recommended the insertion of this language to support the purchase of the Pete Johnson property which is located adjacent to the Forrest County Center in Hattiesburg, MS. A motion was made by Tony Waits, seconded by Alan Lumpkin, to approve the August 13, 2013, board meeting minutes as amended and defined herein. The motion was unanimous.

Departmental reports were then presented by Dr. Smith, Dr. Burt, Dr. Breerwood, Dr. Alsobrooks, and Mr. Lovell.

The Buildings and Grounds Committee met earlier today prior to the board meeting. Their recommendation was presented earlier in the meeting during the presentation of the purchase of the Pete Johnson property.

In the financial reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures for August 31, 2013**. No action was necessary. Mr. Knight stated that the Enlargement and Improvement (E & I) Fund is overdrawn and the fund is frozen until the College's six-district county taxes are received.

Mr. Knight then presented for review and approval the **August 2013 Disbursement Register (Claim Docket) in the amount of \$2,203,945.44**. A motion was made by Dr. Burnett, seconded by Sonny Knight, to approve the August 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** in the amounts of \$49,224.79. This report contains various computer and electronic items that are no longer useable or serviceable and will be salvaged. A motion was made by Alan Dedeaux, seconded by P.W. Polk, to approve said Fixed Asset Deletions Report for salvage. The motion was unanimous. The reports as defined herein are on file in the Business Office.

Mr. Knight presented a **Single Source Item** for purchase in the amount of \$14,052.66 for vendor Riddell for the refurbishment and replacement of football equipment (helmets and shoulder pads). A motion was made by Tony Waits, seconded by Herbert Ray Nobles, to approve the Single Source Item as defined herein. The motion was unanimous.

The following **employee recommendation** was then presented for approval and or acceptance:

- Dr. Lewis presented the **employment of Ms. Latessa Allen** for the position of Title III Learning Specialist (FCC) effective September 18, 2013.

A motion was made by Alan Dedeaux, seconded by P. W. Polk, to approve and accept the employee recommendation as presented and defined above. The motion was unanimous.

In **Legal Matters**, Mr. Smith reported that there are no legal issues to present to the board today. Under **New Business**, Dr. Smith presented the **PRCC Fall 2014 – Summer 2015 One-Year Calendar** for approval. A motion was made by Tony Waits, seconded by Dr. Ben Burnett, to accept and approve said calendar. The motion was unanimous.

In **Other Business**, Archie Rawls presented and reviewed the **Ethel Holden Brownstone Center for the Arts Usage Policies, Rental Application, and Facility Rental Contract** for approval. Mr. Rawls stated that these policies will guide the operation and rental of the facility for all future events. A motion was made by Herbert Ray Nobles, seconded by Dr. Burnett, to accept and approve the policies, application, and contract as stated and defined herein. The motion was unanimous.

Dr. Lewis presented a proposed **Tobacco Free Policy** for the board's review and consideration for the October meeting. This proposed policy will implement a campus-wide ban on the use of any form of tobacco products. He added that this policy will be reviewed by the PRCC Policy and Procedure Committee prior to the October meeting. The policy will then be presented to the Board for approval and adoption at the October 8, 2013 Board of Trustees Meeting. Upon the board's approval, this policy will go into effect January 1, 2014.

Dr. Lewis stated that the October 8, 2013 board meeting will be held at the Career Education Center located at the Forrest County Center in Hattiesburg. He added that a meeting will be scheduled at the Hancock Center during the 2014 Spring Semester.

In the **President's Report**, Dr. Lewis stated that the following board members' terms will be expiring December 31, 2013: Herbert Ray Nobles, Tony Waits, P. W. Polk, and Dr. Gale Harris. He added that in the near future, a letter will be sent to the respective boards of supervisors seeking reappointments for these board members.

Dr. Lewis reminded board members that the **Grand Opening and Ribbon Cutting Ceremony for the Ethel Holden Brownstone Center for the Arts** will be held Tuesday, September 24, 2013, at 7:30 p.m. The Mississippi Symphony Orchestra will perform following a brief ribbon cutting ceremony.

Dr. Lewis informed the board that Al Brooks will be celebrating his 80th birthday this month and invited everyone to enjoy a piece of birthday cake with Mr. Brooks following today's meeting.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, October 8, 2013**, at 1:00 p.m. in the Career Education Center at the Forrest County Center in Hattiesburg, MS.

Frank Ladner, Board Chairman

M. L. "Sonny" Knight, Board Secretary