

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

February 14, 2017

The Board of Trustees of Pearl River Community College met Tuesday, February 14, 2017, at 1:00 p.m. for their monthly meeting in the Board of Trustees Room at Pearl River Community College in Poplarville, Mississippi.

ALL TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Alan Lumpkin, Chairman	Mr. Frank Ladner
Mr. Alan Dedeaux, Vice Chairman - Absent	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary	Ms. Wendy Bracey
Ms. Tess Smith	Mr. Donnie Williamson
Mr. Dale Purvis	Mr. Brian Freeman
Mr. Purvis W. "P.W." Polk, Jr. - Absent	Mr. Will Russell
Dr. Gale Harris	Mr. Don Welsh
Mr. Anthony Charles "Tony" Waits	Ms. Teresa Lynn Stafford

PRCC STAFF: President Dr. William Lewis, Vice President for Business and Administrative Services Mr. Roger Knight, Vice President for the Poplarville Campus and Hancock Center Dr. Adam Breerwood, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Vice President for Planning and Institutional Research Dr. Jennifer Seal, Vice President for Forrest County Operations Dr. Jana Causey, Director of the Development Foundation and Alumni Affairs Mr. Ernie Lovell, Assistant Director of Public Relations Ms. Janet Braswell, PRCC Board Attorney Ms. Manya Bryan, and President's Administrative Assistant Ms. Marilyn Dillard

Invocation and Pledge

Chairman Lumpkin opened the meeting by welcoming all attendees to today's meeting. Will Russell provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Welcome/Guests

PRCC Instructor of Music/Director of Choral Groups and Assistant Director of The Ethel Holden Brownstone Performing Arts Center Ms. LaDona Tyson and Director of Bands/Director of The Ethel Holden Brownstone Performing Arts Center Dr. Kyle Hill

Presentation

At the request of Dr. Lewis, Ms. LaDona Tyson, Instructor of Music and Director of Choral Groups, spoke to the board regarding proposed changes to the choral department. Her presentation outlined the show choir expenses for the 2016-2017 school year, proposed reallocation of funds, and proposed ensemble changes. She added that her department is moving toward a final conclusion with these department changes.

Dr. Lewis provided a brief presentation on the Early Years Network and the new Early Childhood Academy that the College is now overseeing. During the presentation of Personnel Matters later in today's meeting, two people will be recommended for employment in the Early Childhood Academy program.

Approval of Minutes

Chairman Lumpkin requested approval of the **January 10, 2017 board meeting minutes**. A motion was made by Frank Ladner, seconded by Will Russell, to approve the January 10, 2017, board meeting minutes. The motion was unanimous.

Departmental Reports

Departmental reports were given by Dr. Smith, Dr. Causey, Dr. Breerwood, and Ernie Lovell.

On behalf the Buildings and Grounds Committee, Sonny Knight reported that the committee met prior to today's board meeting to discuss renovations to the north end of the Garvin Johnston Library.

Financial Reports

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending January 31, 2017**. No action was necessary.

Mr. Knight presented for review and approval the **January 2017 Disbursement Register (Claim Docket) in the amount of \$1,786,629.30**. A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to approve the January 2017 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight presented for approval two **single source items** for purchase from: (1) Tri-Plex Packaging Corporation in the amount of \$12,315.00 for 1500 DVD Yearbook Discs at \$8.02 per unit funded with student fees, and (2) Tuba Exchange in the amount of \$8,230.00 for four lacquer tubas at \$1,995.00 per unit funded with band clinic/camp funds. A motion was made by Tony Waits, seconded by Sonny Knight, to approve the single source purchases as stated and defined herein. The single source letter that provides justification of these purchases is on file in the PRCC Business Office. The motion was unanimous.

Mr. Knight presented for approval the **February 2017 Fixed Asset Deletions Report** in the total amount of \$195,029.87. The report contain various unserviceable furniture, computer, modular work stations, and other electronic items that are no longer in use and will be prepared for salvage. A motion was made by Will Russell, seconded by Frank Ladner, to approve the Fixed Asset Deletions Report as defined and stated herein. The motion was unanimous.

Personnel Matters

Dr. Causey recommended the acceptance of the **retirement** of **Mr. Randy Johnson** from the position of Instructor of Criminal Justice (2/5 Poplarville, 3/5 FCC) effective May 12, 2017, and the **retirement** of **Mr. Steven Saucier** from the position of Instructor of Electronics Technology (3/5) (FCC). A motion was made by Frank Ladner seconded by Brian Freeman, to accept the retirements of Mr. Johnson and Mr. Saucier as stated and defined herein. The motion was unanimous.

Dr. Causey recommended the **employment** of **Ms. Lori Moran** for the position of Instructor of Surgical Technology (3/5) (11 Mos) effective March 1, 2017. A motion was made by Tony Waits, seconded by Frank Ladner, to approve of the employment of Ms. Moran as stated and defined herein. The motion was unanimous.

Dr. Lewis recommended the **part-time employment** of **Ms. Melanie Davis**, for the position of Coordinator of Early Childhood Academy/Resource and Referral Centers effective February 15, 2017, and the **full-time employment** of **Ms. Daphne Smith Stevens** for the position of Early Childhood Academy Coaching and Professional Development Specialist effective January 5, 2017. These positions are grant funded and are contingent upon continuation and renewal of grant funding. A motion was made by Teresa Stafford, seconded by Herbert Ray Nobles, to approve of the employment of Ms. Davis and Ms. Smith as stated and defined herein. The motion was unanimous.

Legal Matters

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

Other Business

The item appearing on the agenda under Other Business, Resolution of the Board of Supervisors of Forrest County: Renovation and Repair of Building Number 5 and the Construction of a New Parking Facility and Adjoining Roadway on the Hattiesburg Campus, will be presented to the board within the next few months.

President's Report

- Dr. Lewis recommended board approval to allow the College to observe the **2017 Summer Work Schedule** for all three PRCC campuses. Under this schedule, all campuses will be on a four-day work/class schedule (Monday through Thursday) during June and July and will be closed each Friday. This schedule has proved significant energy savings for the College during these two months. A motion was made by Frank Ladner, seconded by Brian Freeman, to approve of the 2017 Summer Work Schedule as stated and defined herein. The motion was unanimous.
- Reported that the Hancock Center Site Selection Committee has been appointed and two meetings have been held to begin preliminary discussions. The Committee is presently looking at several parcels of land in Hancock County.
- In closing, Dr. Lewis informed the Board that students and staff have been active in participating in a fund that will provide some help to the areas of Hattiesburg that were recently devastated by tornadoes. He stated that the College has presented a check in the amount of \$2,000 to William Carey University to assist with their clean-up efforts. These funds came from the donations made by PRCC employees to support this effort.

Adjournment

There being no further business to come before the Board of Trustees, the meeting was called for adjournment. A motion was made by Sonny Knight, seconded by Tony Waits, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, March 21, 2017, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the College's main campus in Poplarville, Mississippi.

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.