

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

July 11, 2017

The Board of Trustees of Pearl River Community College met Tuesday, July 11, 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 - Absent
Ms. Tess Smith	Mr. Donnie Williamson
Mr. Dale Purvis	Mr. Brian Freeman - Absent
Mr. Purvis W. "P.W." Polk, Jr.	Mr. Will Russell
Dr. Gale Harris	Mr. Don Welsh
Mr. Anthony Charles "Tony" Waits	Ms. Teresa Lynn Stafford

PRCC STAFF: President Dr. Adam Breerwood, Vice President for Business and Administrative Services, 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, Director of Public Relations Mr. Chuck Abadie, Vice President for Workforce and Economic Development Dr. Scott Alsobrooks, PRCC Board Attorney Mr. Gerald Patch, and President's Executive Administrative Assistant Ms. Marilyn Dillard

Invocation and Pledge

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

Welcome/Guests

Dr. Breerwood welcomed Board Attorney Mr. Gerald Patch to today's meeting. Mr. Patch attended in the absence of Board Attorney Ms. Manya Bryan.

Presentations

Dr. Jennifer Seal provided an informational presentation on the Mississippi Community and Junior College Strategic Plan for 2019-2023.

Approval of Minutes

Chairman Lumpkin requested approval of the **June 13, 2017 board meeting minutes**. A motion was made by Frank Ladner, seconded by Will Russell, to approve the June 13, 2017 board meeting minutes. The motion was unanimous.

Departmental Reports

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

Financial Reports

Mr. Roger Knight, Vice President for Business and Administrative Services, presented today's Financial Reports.

Mr. Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending June 30, 2017**. No action was necessary.

Mr. Knight presented for review and approval the **June 2017 Disbursement Register (Claim Docket) in the amount of \$1,406,738.94**. A motion was made by Sonny Knight, seconded by Will Russell, to approve the June 2017 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight presented the following **Single Source Items** for approval:

- Single source vendor, Varsity Spirit Fashion, for cheerleader uniforms, in the amount of \$5,691.85.
- Single source vendor, Riddell, for football helmet reconditioning, in the amount of \$6,767.40.

A motion was made by Tony Waits, seconded by Will Russell, to approve the single source items for purchase as stated and defined herein. The motion was unanimous.

Mr. Knight then presented for approval the **July 2017 Fixed Asset Deletions Report** in the total amount of \$24,711.62. The report contains various unserviceable computer 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 Tony Waits, to approve the Fixed Asset Deletions Report as defined and stated herein. The motion was unanimous.

Personnel Matters (Employment and Transfers)

Dr. Smith recommended the **employment of Ms. Shari Brook** for the position of Instructor of English effective August 7, 2017; the **transfer of Ms. Maggie Smith** from the position of Coordinator of Learning Lab to the position of Instructor of English effective August 7, 2017; and the **transfer of Ms. Alexandra Kennedy** from the support staff position of Secretary to the Vice President for General Education and Technology Services to the professional position of Advisor effective July 11, 2017.

A motion was made by Sonny Knight, seconded by Frank Ladner, to approve the recommendations of employment and transfers as presented and defined herein. The motion was unanimous.

Dr. Alsobrooks presented the **transfer of Ms. Stephanie Clark** from the support staff position of Admissions Office Supervisor to the professional grant position of G WIN Center Case Manager effective July 13, 2017 and the **transfer of Ms. Tina Coleman** from the professional grant position of G MI-BEST Project Coordinator to the professional grant position of G Career and Technical Student Services Coordinator effective July 13, 2017.

A motion was made by Herbert Ray Nobles, seconded by Dale Purvis, to approve the recommendation of employment and transfers as presented and defined herein. The motion was unanimous.

Personnel Matters (Retirement)

Dr. Breerwood recommended acceptance of the **retirement** of **Mr. Steve Howard** from the position of Special Assistant to the President for Grants and Special Projects effective June 30, 2017.

A motion was made by Sonny Knight, seconded by Tony Waits, to accept the retirement of Mr. Howard as presented by Dr. Breerwood. The motion was unanimous.

Legal Matters

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

Other Business

On behalf of the Buildings and Grounds Committee, Mr. Sonny Knight, Committee Chair, requested that Dr. Breerwood present a report regarding the **Hancock County Property** that was discussed in the committee meeting held prior to today's board meeting. Dr. Breerwood stated that the College has been searching for a parcel of property that would meet the needs in establishing a permanent Center in Hancock County. The Hancock County Center Committee has been meeting and discussing a 5.8 acre of property (located adjacent to the Hancock County School) that could meet the College's needs in establishing a Center for Hancock County. This parcel of property has been negotiated for purchase in the amount of \$140,000.00 but is contingent on board approval. He added that the property will require mitigation. Dr. Breerwood recommended the board's approval to authorize the College to purchase the property if the appraised value is greater than \$140,000.00 and to authorize the College to secure the services of an architect and engineer to begin preliminary architectural and engineering plans. A motion was made by Frank Ladner, seconded by Dr. Gale Harris, to approved and authorize the College to purchase this property and to secure the services of an architect and engineer to begin preliminary work as stated and defined herein by Dr. Breerwood. The motion was unanimous.

President's Report

- Dr. Breerwood reported that Dr. Lewis's retirement reception was a very successful and well-attended event. He expressed his appreciation to the board for their attendance.
- Dr. Breerwood stated that this year's one-day trustees' conference held in Jackson on July 7 was attended and represented by himself, Dr. Smith, and several board members. He added that it was a well-planned and informative day.
- Informed the board that he is currently making some staff title changes and revising the College's organizational chart. This information will be shared with the board in August.
- In closing, Dr. Breerwood expressed his appreciation to the Board of Trustees for allowing him to serve as President of Pearl River Community College and that he looks forward to serving this great institution and its constituents.

Adjournment

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

The next meeting of the PRCC Board of Trustees will be held Tuesday, August 8, 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.

Alan Lumpkin, Board Chairman

M. L. "Sonny" Knight, Board Secretary

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.