

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**May 9, 2017**

The Board of Trustees of Pearl River Community College met Tuesday, May 9, 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	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, Director of Public Relations Mr. Chuck Abadie, Vice President for Workforce and Economic Development Dr. Scott Alsobrooks, 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. Dr. Gale Harris provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

### **Welcome/Guests**

No guests were present at today's meeting.

### **Presentations**

There were no presentations at today's meeting.

### **Approval of Minutes**

Chairman Lumpkin requested approval of the **April 11, 2017 board meeting minutes**. A motion was made by Frank Ladner, seconded by Will Russell, to approve the April 11, 2017, board meeting minutes. The motion was unanimous.

### Departmental Reports

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

### Financial Reports

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending April 30, 2017**. No action was necessary.

Mr. Knight presented for review and approval the **April 2017 Disbursement Register (Claim Docket) in the amount of \$1,443,030.92**. A motion was made by Herbert Ray Nobles, seconded by Alan Dedeaux, to approve the April 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 the **May 2017 Fixed Asset Deletions Report** in the total amount of \$81,754.26. 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 Dale Purvis, seconded by Alan Dedeaux, to approve the Fixed Asset Deletions Report as defined and stated herein. The motion was unanimous.

Mr. Knight presented and discussed the **FY 2018 Student Fee Sheet**. After discussion, a motion was made by Tess Smith, seconded by Dale Purvis, to approve the FY 2018 Student Fee Sheet. The motion was unanimous. A copy of the FY 2018 Student Fee Sheet is attached hereto as Exhibit "A" and made a part of these official minutes.

Mr. Knight presented and requested approval of the **PRCC Instructional Salary Schedule for the Fiscal Year Ending June 30, 2018**. A motion was made by Don Welsh, seconded by Sonny Knight, to approved said Salary Schedule as defined herein. The motion was unanimous. A copy of the PRCC Instructional Salary Schedule for the Fiscal Year Ending June 30, 2018 is attached hereto as Exhibit "B" and made a part of these official minutes.

Mr. Knight presented for approval **a bid from Alamo Cooling, Inc., (low bidder) in the amount of \$206,558.00 for the Chiller Replacement at the Allied Health Building located on the PRCC Forrest County Campus**. A motion was made by Sonny Knight, seconded by Tony Waits, to approve the low bidder, Alamo Cooling, Inc., for the Chiller Replacement at the Allied Health Building as defined herein. The motion was unanimous.

Mr. Knight recommended for approval **a loan proposal from BankPlus in the amount of \$1,190,000 with a tax exempt rate of 3.00% for 15 years with an annual payment of \$99,682.00. The loan will fund the Renovation and Repair of Building Number 3 and the Construction of a New Parking Facility and Adjoining Roadway on the Hattiesburg Campus**. The resolution for this project was approved by the PRCC Board of Trustees on March 21, 2017, and has since been approved by the Forrest County Board of Supervisors. After discussion, a motion was made by Sonny Knight, seconded by Dale Purvis, to approve the loan proposal from BankPlus as specified and defined herein. The motion was unanimous.

**Personnel Matters (Resignations/Retirements)**

Dr. Breerwood recommended the acceptance of the **resignation** of **Mr. Cleo Lemon** from the position of Student Services Assistant (3/5) / Assistant Football Coach (2/5) (12 Mos) effective April 24, 2017, and the **retirement** of **Mr. Tom Thoms** from the position of Instructor of Psychology effective May 31, 2017.

Dr. Causey recommended the acceptance of the **resignation** of **Ms. Amanda Blair** from the position of Instructor of Chemistry (FCC) effective May 12, 2017.

A motion was made by Tony Waits, seconded by Teresa Stafford, to accept the resignations of Mr. Lemon and Ms. Blair and to accept the retirement of Mr. Thoms as stated and defined herein. The motion was unanimous.

**Personnel Matters (Employment Recommendations)**

Dr. Breerwood recommended the **employment** of **Mr. Ryan Trevathan** for the position of Student Services Assistant (3/5) / Assistant Football Coach (2/5) (12 Mos) effective May 10, 2017. A motion was made by Dr. Gale Harris, seconded by Frank Ladner, to approve the employment of Mr. Trevathan as stated herein. The motion was unanimous.

Dr. Causey recommended the **employment** of **Mr. Jeff Tinnon** to the position of Instructor of Chemistry (FCC) effective August 7, 2017. A motion was made by Tony Waits, seconded by Teresa Stafford, to approve the employment of Mr. Tinnon as stated herein. The motion was unanimous.

**Personnel Matters (Transfers)**

Dr. Alsobrooks recommended the **transfer** of **Ms. Darby Lenoir** from her current position as an hourly employee as Picayune WIN Center Adult Education/Computer Instructor to a contracted employee in this position effective July 1, 2017. This grant-funded position will be funded by SMPDD and Basic Skills.

Dr. Alsobrooks recommended the **transfer** of **Ms. Deloris Butler** from her current position as an hourly employee as Hattiesburg WIN Center Adult Education/Computer Instructor to a contracted employee in this position effective July 1, 2017. This grant-funded position will be funded by SMPDD and Basic Skills.

A motion was made by Tony Waits, seconded by Frank Ladner, to approve of these employee transfers (Ms. Lenoir and Ms. Butler) as stated and defined herein. The motion was unanimous.

**Legal Matters**

Board Attorney, Manya Bryan, presented and recommended approval of the **RESOLUTION OF THE BOARD OF TRUSTEES OF PEARL RIVER COMMUNITY COLLEGE DISTRICT AUTHORIZING A \$1,190,000 LOAN WITH BANK PLUS for the Renovation and Repair of Building Number 3 and the Construction of a New Parking Facility and Adjoining Roadway on the Forrest County Campus.** A motion was made by Dr. Gale Harris, seconded by Dale Purvis, to approve the resolution as presented and defined herein. The motion was unanimous. A copy of said resolution is attached hereto as Exhibit "C" and made a part of these official minutes.

### Other Business

Dr. Lewis recommended for **approval the employment of Albert & Robinson Architects for the Renovation and Repair of Building Number 3 and the Construction of a New Parking Facility and Adjoining Roadway on the Forrest County Campus project.** Dr. Lewis stated that Albert & Robinson Architects prepared the FCC Masterplan a few years ago. A motion was made by Brian Freeman, seconded by Frank Ladner, to approve the employment of Albert & Robinson Architects for the Renovation and Repair of Building Number 3 and the Construction of a New Parking Facility and Adjoining Roadway on the Forrest County Campus. The motion was unanimous.

Dr. Lewis recommended for **approval a Resolution which would allow the College to submit an application for a Recreational Trails Program for the Poplarville Campus.** He added that if the College is awarded the grant, the funds will allow for the creation of additional bike paths and walking trails both on the Poplarville Campus and would help connect the campus with downtown Poplarville. A motion was made by Tony Waits, seconded by Dale Purvis, to approve the Resolution as presented and defined herein. The motion was unanimous.

### Executive Session

A motion was made by Tony Waits, seconded by Frank Ladner, to **consider entering** into Executive Session. The motion was unanimous.

A motion was then made by Frank Ladner, seconded by Dale Purvis, to **enter into and remain in** Executive Session to discuss a personnel matter. The motion was unanimous.

A motion as made by Tony Waits, seconded by Dale Purvis, to **exit** Executive Session. The motion was unanimous.

The meeting then returned to Open Session. There was no action taken during the Executive Session.

A motion was made by Frank Ladner, seconded by Dr. Gale Harris, to **bestow to Dr. William Lewis the title of President Emeritus** effective upon his retirement as President of Pearl River Community College on June 30, 2017. The motion was unanimous.

### President's Report

- Dr. Lewis informed the board that the annual MACJC Trustees Conference will be a one-day event this year due to state-wide budget limitations. The conference will be held July 7, 2017, from 9:00 a.m. to 4:00 p.m. at the Muse Center in Jackson. An attendance count for this event will be taken at the June 13, 2017 board meeting.
- Dr. Lewis informed the board that Dr. Martha Smith has been selected as Chair of the Academic Officers Association for the year 2017-2018.

### Adjournment

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

The next meeting of the PRCC Board of Trustees will be held Tuesday, June 13, 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.

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Alan Lumpkin, Board Chairman

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M. L. "Sonny" Knight, Board Secretary

EXHIBIT ITEMS FOR THE MAY 9, 2017 BOARD OF TRUSTEES MEETING

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| Exhibit "A" | FY 2018 Student Fee Sheet  |
| Exhibit B"  | PRCC Instructional Salary Schedule for the Fiscal Year<br>Ending June 30, 2018   |
| Exhibit "C" | Resolution of the Board of Trustees of Pearl River Community<br>College District Authorizing a \$1,190,000 Loan With Bank Plus<br>for the Renovation and Repair of Building Number 3 and the<br>Construction of a New Parking Facility and Adjoining Roadway<br>on the Forrest County Campus |

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.