

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

April 10, 2018

The Board of Trustees of Pearl River Community College met Tuesday, April 10, 2018, 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 Dedeaux, Chairman - Absent	Mr. Frank Ladner
Ms. Tess Smith, Vice Chairman	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary	Ms. Wendy Bracey
Ms. Melissa Holston	Mr. Donnie Williamson - Absent
Mr. Dale Purvis	Mr. Brian Freeman
Mr. Purvis W. "P.W." Polk, Jr. - Absent	Mr. Will Russell
Dr. Gale Harris	Mr. Don Welsh - Absent
Mr. Anthony Charles "Tony" Waits - Absent	Ms. Teresa Lynn Stafford

**PRCC STAFF:** President Dr. Adam Breerwood, Vice President for College Operations Mr. Roger Knight, Vice President for Poplarville Campus and Instruction Dr. Martha Lou Smith, Vice President for Forrest County Operations Dr. Jana Causey, Executive Director of the Development Foundation/Alumni Association Mr. Ernie Lovell, Director of Public Relations Mr. Chuck Abadie, Director of Institutional Effectiveness (50%) Ms. Karen Bond, PRCC Board Attorney Ms. Manya Bryan, and President's Assistant Ms. Marilyn Dillard

### **Invocation and Pledge**

In the absence of Chairman Alan Dedeaux, Vice Chairman Tess Smith opened the meeting by welcoming all attendees to today's meeting. Brian Freeman provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

### **Welcome/Guests**

No guests were present for today's meeting.

### **Recognition**

Dr. Breerwood recognized PRCC Men's Basketball Coach Chris Oney and Athletic Director Jeff Long for a successful basketball season. The Wildcats were the winners of the 2017-2018 MACJC Men's State Championship.

### **Presentations**

At the request of Dr. Breerwood, Ms. Karen Bond presented for approval the **PRCC 2018-2019 (Proposed) Mission Statement and Strategic Goals**. She stated that this document has been approved by the PRCC Administrative Council and Instructional Council. A motion was made by Will Russell, seconded by Frank Ladner, to approve the 2018-2019 (Proposed) Mission Statement and Strategic Goals as presented and defined herein. The motion was unanimous.

Ms. Bond then requested approval of the **PRCC Strategic Plan and Internal Performance Indicators Year End Report 2016-2017**. A motion was made by Dale Purvis, seconded by

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Teresa Stafford, to approve the Strategic Plan and Internal Performance Indicators Year End Report for 2016-2017 as stated and defined herein. The motion was unanimous.

In closing, Ms. Bond stated that all board members are being provided a self-evaluation form in their meeting folders. She added that this is a new requirement by our accrediting agency, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Self-evaluation forms are to be completed and returned to Marilyn Dillard.

**Approval of Minutes**

Vice Chairman Tess Smith requested approval of the **March 13, 2018 board meeting minutes**. A motion was made by Frank Ladner, seconded by Will Russell, to approve the March 13, 2018 board meeting minutes. The motion was unanimous.

**Departmental Reports**

Departmental reports were given by Dr. Smith, Dr. Causey, 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 March 31, 2018**. No action was necessary.

Mr. Knight presented for review and approval the **March 2018 Disbursement Register (Claim Docket) in the amount of \$4,518,984.78**. A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to approve the March 2018 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight then presented for approval a **Single Source Item** for purchase from single source vendor, Tri-Plex, for the student yearbook CD in the amount of \$12,315.00. This purchase will be funded by student fee revenues. A motion was made by Sonny Knight, seconded by Frank Ladner, to approve the single source item for purchase as stated and defined herein. The motion was unanimous.

**Personnel Matters (Resignations)**

Dr. Causey and Dr. Alsobrooks recommended acceptance of **resignation** of **Ms. Nikki Paige** from the position of Instructor of Occupational Therapy Assistant Technology effective April 30, 2018; and the **resignation** of **Mr. Jordan Cotton** from the position of G Instructor of Unmanned Aerial Systems Technology effective June 30, 2018. A motion was made by Frank Ladner, seconded by Teresa Stafford, to accept the resignations as stated and presented herein. The motion was unanimous.

Dr. Smith and Dr. Alsobrooks recommended acceptance of **retirement** of **Ms. Charleen Null** from the position of Instructor of Art effective May 18, 2018; **retirement** of **Mr. Porter Soley** from the position of Instructor of Brick, Block, and Stone Masonry effective May 18, 2018; and **retirement** of **Mr. Bruce McAllister** from the position of Maintenance Supervisor (FCC) effective June 30, 2018. A motion was made by Will Russell, seconded by Frank Ladner, to accept the retirements as stated and defined herein. The motion was unanimous.

Dr. Smith and Dr. Alsobrooks recommended approval of **employment** of **Dr. Andrew Dean Gilstrap** for the position of Assistant Band Director/Instructor of Music/Brownstone Technical Director (12 Mos) effective July 1, 2018; and the **employment** of **Ms. Candace Johnson** for the

position of G Families First Coordinator (grant funded position), effective April 12, 2018. A motion was made by Dale Purvis, seconded by Teresa Stafford, to approve the employment of Dr. Gilstrap and Ms. Johnson as stated and defined herein. The motion was unanimous.

**Legal Matters**

Board attorney, Manya Bryan, provided an update on the Ethel Holden Brownstone Estate and its remaining assets. She reported that the College should be receiving a Receipt and Release in the future from Stroock, the law firm in New York, who has been handling the Brownstone Estate.

**Other Business**

There was no other business to discuss.

**President's Report**

- Dr. Breerwood reported that Mr. P.W. Polk has submitted his letter of resignation from the PRCC Board of Trustees.
- Requested approval for the implementation of Cross Country. Dr. Breerwood stated that the College is constantly searching for ways to generate interest and opportunities for the student population and that Cross Country is a great opportunity for our students. A motion was made by Sonny Knight, seconded by Dr. Gale Harris, to approve the implementation of Cross Country. The motion was unanimous.

**Adjournment**

There being no further business to come before the Board of Trustees, the meeting was called for adjournment. A motion was made by Herbert Ray Nobles, seconded by Will Russell, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, May 8, 2018, 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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Tess Smith, Board Vice Chairman

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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.