

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

December 11, 2019

The Board of Trustees of Pearl River Community College met Wednesday, December 11, 2019, at 1:00 p.m. for their monthly meeting. The December meeting was held in the Olivia Bender Cafeteria on the Pearl River Community College Campus in Poplarville, Mississippi.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Alan Dedeaux, Chairman	Mr. Frank Ladner
Ms. Tess Smith, Vice Chairman - Absent	Mr. Michael T. Waits
Mr. M. L. "Sonny" Knight, Secretary	Ms. Wendy Bracey
Mr. Alan Lumpkin - Absent	Mr. Donnie Williamson
Mr. Dale Purvis	Mr. Brian Freeman
Ms. Teenia Perry	Mr. Will Russell - Absent
Dr. Gale Harris	Mr. Don Welsh
Mr. Anthony Charles "Tony" Waits	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 Smith, Vice President for Forrest County Operations Dr. Jana Causey, Executive Director of the Development Foundation/Alumni Association Mr. Ernie Lovell, and President's Assistant Ms. Marilyn Dillard

Invocation and Pledge

Chairman Dedeaux 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

Dr. Breerwood recognized and welcomed new Head Football Coach Seth Smith to today's meeting.

Presentations

None.

Approval of Minutes

Chairman Dedeaux requested approval of the **November 12, 2019 board meeting minutes**. A motion was made by Frank Ladner, seconded by Sonny Knight, to approve the November 12, 2019 board meeting minutes as presented. The motion was unanimous.

Departmental Reports

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

Building and Grounds Committee Report

Dr. Breerwood reported that the Building and Grounds Committee met earlier today. The committee discussed the **renaming of The Market in honor of its founder Ms. Carol Williams**.

Board of Trustees Meeting Minutes

December 11, 2019

Ms. Williams retired several years ago from a full-time position Instructor of Marketing position. She later returned on a part-time basis as a Marketing and Communications Specialist (2/5) (11 Mos). It is from this part-time position that Ms. Williams is now permanently resigning. During her part-time tenure, Ms. Williams founded The Market, a free food pantry for students, staff, and faculty with food insecurity, in 2018. Dr. Breerwood requested board approval that The Market be appropriately re-named in honor of its founder Ms. Carol Williams. A motion was made by Dale Purvis, seconded by Sonny Knight, to approve the renaming of The Market as stated and defined by Dr. Breerwood. The motion was unanimous.

Dr. Breerwood commented that he is the third President that has worked with Ms. Marilyn Dillard. In recognition of her remarkable and dedicated service, Breerwood asked the Board of Trustees to name the President's Conference room in her honor. The President's Conference room located adjacent to the President's Office in the Alexander Administration Building will now be known as "The Marilyn Dillard Conference Room". The motion was made by Tony Waits and seconded by Sonny Knight. The motion was unanimous.

Financial Reports

Mr. Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending November 30, 2019**. No action was necessary.

Mr. Knight presented for review and approval the **November 2019 Disbursement Register (Claim Docket) in the amount of \$2,795,351.38**. A motion was made by Tony Waits, seconded by Frank Ladner, to approve the November 2019 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight presented for review and approval **six (6) single source items for purchase**:

1. Mongoose Cadence for a Cadence Texting Platform for the Office of Student Success (Recruitment) in the amount of \$10,800.00. This purchase will be funded from the Enlargement and Improvement and Office of Student Success Budget.
2. Frog Street for educational materials for the Early Childhood Academy in the amount of \$33,274.66. This purchase will be funded with the PDG B-5 Grant.
3. Lakeshore Learning Materials for educational materials for the Early Childhood Academy in the amount of \$12,311.00. This purchase will be funded with the PDG B-5 Grant.
4. Lakeshore Learning Materials for educational materials for the Early Childhood Academy in the amount of \$14,019.16. This purchase will be funded with the PDG B-5 Grant.
5. Lakeshore Learning Materials for educational materials for the Early Childhood Academy in the amount of \$12,394.38. This purchase will be funded with the PDG B-5 Grant.
6. Lakeshore Learning Materials for educational materials for the Early Childhood Academy in the amount of \$33,991.60. This purchase will be funded by with the PDG B-5 Grant.

A motion was made by Sonny Knight, seconded by Teresa Stafford, to approve the single source items for purchase as presented and defined herein. The motion was unanimous.

Personnel Matters

- Dr. Smith presented for acceptance the **retirement** of **Mr. Leland Kennedy** from the position of Instructor of Welding effective December 31, 2019; and the **retirement** of **Mr. Larry Scott Kimball** from the position of Instructor of History effective December 31, 2019. A motion was made by Sonny Knight, seconded by Frank Ladner, to accept the retirements of Mr. Kennedy and Mr. Kimball as stated herein. The motion was unanimous.

- Dr. Smith presented for acceptance the **resignations** of the following employees:
 - **Mr. Terrance Metcalf** from the positions of Assistant Football Coach/Wellness Center Assistant/Instructor of HPR (12 Mos) effective December 31, 2019.
 - **Mr. Samuel Jonathan Johnson** from the positions of Assistant Football Coach/Instructor of HPR (12 Mos) effective December 31, 2019.
 - **Mr. Matthew Monacelli** from the positions of Assistant Football Coach/Wellness Center Assistant (12 Mos) effective December 31, 2019.
 - **Mr. Nate Wiggins** from the positions of Assistant Football Coach/Head Resident of Huff Hall (12 Mos) effective December 31, 2019.
 - **Mr. Garrett Kreamer** from the positions of Assistant Football Coach / Head Resident of Hancock Hall (12 Mos) effective December 31, 2019.
 - **Mr. Michael Mosby** from the positions of Assistant Football Coach/Athletic Department Assistant (12 Mos) effective December 31, 2019.

A motion was made by Sonny Knight, seconded by Brian Freeman, to accept the resignations of the above defined athletic employees as stated and defined herein. The motion was unanimous.

- Dr. Smith presented for approval the employment of the following individuals:
 - **Mr. Seth Smith** for the position of Head Football Coach effective December 1, 2019.
 - **Mr. Michael King** for the position of Assistant Football Coach/Wellness Center Assistant/Instructor of HPR (12 Mos) effective January 6, 2020.
 - **Mr. Ryland Shaw** for the position of Instructor of Welding (9 Mos) effective January 6, 2020.
 - **Ms. Meghan Merritt** for the position of Recruiter (12 Mos) effective December 2, 2019.

A motion was made by Brian Freeman, seconded by Mike Waits, to approve the employment of Mr. Smith, Mr. King, Mr. Shaw, and Ms. Merritt as stated and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Breerwood provided an updated report regarding the final reallocation of the remaining Brownstone Estate Funds. A letter has been sent to the attorney in New York City who is handling the Brownstone Estate and the disbursement of final funds. The College is awaiting confirmation and receipt of these funds.

President's Report

Dr. Breerwood reported that the College held its Hancock Center Groundbreaking Ceremony at the Hancock County Port and Harbor Commission on Tuesday, December 3, 2019. Governor Phil Bryant was present at the ceremony.

Dr. Breerwood requested prior approval and authorization to employ the remaining football coaches during the Christmas/New Year holiday. A motion was made by Frank Ladner, seconded by Dr. Gale Harris, to approve Dr. Breerwood's request of this employment process as stated and defined herein. The motion was unanimous.

Dr. Breerwood led a discussion on a full-time **Rodeo Program**. This program was previously discussed during the November 12, 2019 board meeting. Dr. Breerwood stated that a funding source for this program has been identified. He requested board approval to begin the recruiting and hiring process for a full-time Instructor of Rodeo and the development of a job description for this position. A motion was made by Frank Ladner, seconded by Wendy Bracey, to approve this request as stated and defined herein. The motion was unanimous.

Dr. Breerwood reminded the board that **the college has purchased the home and property and an adjacent lot across the street from the College on Highway 11**. The board unanimously approved the purchase of this property at the October 8, 2019 board meeting. He further stated that the PRCC Development Foundation Board of Directors recently approved \$100,000.00 toward the purchase of this property and an additional \$75,000.00 toward renovation expenses of the home.

Dr. Breerwood informed the board that a purchase contract has been received for the Moody Home across the street from the College on Highway 11 adjacent to the recently purchased home and property and adjacent lot. A 10 month grant from the Early Childhood Academy will provide \$76,000.00 toward the purchase of the Moody Home.

Dr. Breerwood announced that Mr. Will Russell has resigned his position as Superintendent of Education for Jefferson Davis County Schools. At this time, it is uncertain who will be appointed to fill Mr. Russell's position on the PRCC Board of Trustees. A letter of appreciation or resolution will be prepared to present to Mr. Russell for his service on the Board of Trustees.

In closing, Frank Ladner, Board Officers Nomination Committee Chair, announced that the committee is recommending the following trustees to serve as the **2020-2021 PRCC Board Officers: Tess Smith, Board Chairman; Tony Waits, Board Vice Chairman; Sonny Knight, Board Secretary**. These board officers will serve for a two-year term effective January 1, 2020 through December 31, 2021. A motion was made by Dale Purvis, seconded by Mike Waits, to approve the 2020-2021 PRCC Board Officers as recommended and presented herein. The motion was unanimous.

Mr. Ladner and the board expressed their appreciation to Alan Dedeaux for his exemplary service and dedication for serving as board chairman for 2018-2019.

Adjournment

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, January 14, 2020** at 1:00 p.m. in the Olivia Bender Cafeteria on the Pearl River Community College Campus in Poplarville, Mississippi.

Alan Dedeaux, Board Chairman

M. L. "Sonny" Knight, Board Secretary

The official signed minutes and Exhibit Items (if applicable)
are on file in the PRCC President's Office and
are available for viewing upon request.

