

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**September 10, 2019**

The Board of Trustees of Pearl River Community College met Tuesday, September 10, 2019, at 1:00 p.m. for their monthly meeting in the Olivia Bender Cafeteria's Board of Trustees Room at Pearl River Community College, Poplarville, Mississippi.

### **TRUSTEES IN ATTENDANCE/ABSENT:**

Mr. Alan Dedeaux, Chairman	Mr. Frank Ladner
Ms. Tess Smith, Vice Chairman	Mr. Michael T. Waits
Mr. M. L. "Sonny" Knight, Secretary	Ms. Wendy Bracey
Ms. Melissa Holston - Absent	Mr. Donnie Williamson
Mr. Dale Purvis	Mr. Brian Freeman - Absent
Ms. Teenia Perry - Absent	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 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, Board Attorney Josh Mars, and President's Assistant Ms. Marilyn Dillard

### **Invocation and Pledge**

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

### **Welcome Guests**

Dr. Breerwood recognized and introduced Mr. Robert Maynard, PRCC Instructor of Biology and Faculty/Staff Association Representative, and Ms. Lisa Wall, PRCC FYS Coordinator, who attended today's meeting.

### **Presentations**

Dr. Breerwood recognized Dr. Gale Harris for 15 years of service as a member of the Pearl River Community College Board of Trustees. He was presented a plaque from the Mississippi Association of Community and Junior Colleges.

### **Approval of Minutes**

Chairman Dedeaux requested approval of the **August 13, 2019 board meeting minutes**. A motion was made by Frank Ladner, seconded by Will Russell, to approve the August 13, 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 Report**

On behalf of the Building and Grounds Committee, Dr. Breerwood requested the board's consideration to approve a **Letter of Intent for Pearl River Community College to partner with Hancock County Port and Harbor Commission to lease property at a site located at Stennis International Airport**. The purpose of leasing the property is to locate a hangar and adjacent facilities at Stennis International Airport. The lease agreement will include up to 18,000 square feet of hangar space at a cost of \$.50 per square foot with a 30 year term ground lease. PRCC will handle the architecture, engineering, and construction costs. PRCC will be responsible for maintenance, insurance, utilities, and any additional expenses. After discussion, a motion was made by Sonny Knight, seconded by Frank Ladner, to grant authorization and approval for PRCC to enter into this agreement as stated and defined herein. The motion was unanimous.

**Financial Reports**

Mr. Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending August 31, 2019**. No action was necessary.

Mr. Knight presented for review and approval the **August 2019 Disbursement Register (Claim Docket) in the amount of \$2,671,383.11**. A motion was made by Sonny Knight, seconded by Will Russell, to approve the August 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 the following **single source items** for purchase: (1) Single source vendor, Runner Enterprise Data Quality, for CLEAN Address Software for Banner for the PRCC Admissions Office, in the amount of \$12,414.00 funded by E & I Instructional Technology, and (2) single source vendor, Laerdal Medical Corporation, for a Nursing Baby, SimPad PLUS System, and LLEAP for SimPad Plus for the Associate Degree Nursing Program, in the amount of \$6,794.15 funded by the Associate Degree Nursing budget. A motion was made by Tony Waits, seconded by Frank Ladner, to approve the single source purchases as stated and defined herein. The motion was unanimous.

Mr. Knight presented for review and approval the **September 2019 Fixed Assets Deletion Reports** in the total amount of \$85,279.36. The two reports (campus-wide and library) contain various unserviceable furniture, computer, and other electronic items that are no longer in use and will be prepared for salvage. A motion was made by Teresa Stafford, seconded by Will Russell, to approve the Fixed Assets Deletion Report as defined and stated herein. The motion was unanimous.

**Personnel Matters**

- Dr. Smith presented for approval the **employment** of **Mr. Richard Gleber** for the position of Director of Recruitment effective October 1, 2019. A motion was made by Will Russell, seconded by Dale Purvis, to approve the employment of Mr. Gleber as defined herein. The motion was unanimous.
- Dr. Causey presented for acceptance the **resignation** of **Mr. Matthew Miller** from the position of Recruiter effective September 30, 2019. A motion was made by Tony Waits, seconded by Will Russell, to accept the resignation of Mr. Miller as defined herein. The motion was unanimous.
- Dr. Breerwood presented for acceptance the **resignation** of **Ms. Jennifer Balli** from the position of G Adult Education Instructor effective September 19, 2019. A motion was

made by Sonny Knight, seconded by Dale Purvis, to accept the resignation of Ms. Balli as defined herein. The motion was unanimous.

**Legal Matters**

None.

**Other Business**

In other business, Dr. Smith presented for approval the **PRCC Summer 2020 – Spring 2021 Calendar**. A motion was made by Sonny Knight, seconded by Dale Purvis, to accept and approve the Summer 2020 – Spring 2021 Calendar. The motion was unanimous.

**President’s Report**

Dr. Breerwood reported on the recent passing of former employee Clint Tapper who served as Director of the Physical Plant for several years.

President Breerwood discussed tentative plans for a groundbreaking ceremony for the new Hancock County Center. The ceremony is scheduled for 10:00 a.m. on October 8, 2019, at the Hancock County Port and Harbor Commission. Following the groundbreaking, the October board of trustees meeting will be held at the same location. Plans are tentative based on the attendance of Governor Phil Bryant. If Governor Bryant cannot attend, the board of trustees meeting will be held at the PRCC Hancock Center in Waveland at 1:00 p.m. October 8, 2019.

Dr. Breerwood announced that Pearl River Community College will be hosting the Mississippi Association of College’s Annual Conference at the Hollywood Casino September 29 – October 1, 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 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, October 8, 2019 at 1:00 p.m. in Hancock County. The exact location is unknown at this time, but will be announced prior to the meeting date.

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Alan Dedeaux, Board Chairman

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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.