

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

December 7, 2023

The Board of Trustees of Pearl River Community College met Tuesday, December 7, 2023, at 1:00PM for their monthly meeting. This meeting was held in the West Dining Room of the Olivia Bender Cafeteria on the Pearl River Community College Campus in Poplarville, Mississippi.

Trustees in Attendance/Absent:

Mr. Tony Waits, *Chairman*
Mr. M. L. "Sonny" Knight, *Secretary*
Mr. Dale Purvis, *Vice Chairman*
Dr. Steven Hampton - Absent
Mr. Ike Haynes
Ms. Teenia Perry
Mr. Donnie Williamson
Mr. Rhett Ladner - Absent

Mr. Frank Ladner
Mr. Michael Waits - Absent
Mr. Carl Michael Day - Absent
Mr. Don Welsh
Mr. Brian Freeman - Absent
Dr. Gale Harris
Ms. Teresa Stafford
Mr. John Shows

PRCC Staff in Attendance:

Dr. Adam Breerwood, *President*
Dr. Martha Lou Smith, *Vice President for Instruction/Provost*
Dr. Jana Causey, *Vice President for Forrest County Campus, Allied Health and Nursing Programs*
Dr. Jennifer Seal, *Vice President for Planning and Institutional Research*
Mr. Jeff Long, *Vice President for Poplarville Campus and Student Services*
Dr. Raymunda Barnes, *Vice President for Hancock Campus*
Ms. Candace Harper, *Vice President for Enrollment Management and Business Services*
Ms. Bettye Clark, *Chief Financial Officer*
Mr. Craig Tynes, *Executive Director of Facility Planning and Capital Projects*
Mr. Matt Logan, *Chief Information Officer*
Ms. Maghan Smith, *Executive Assistant to the President*

Invocation and Pledge

Vice Chairman Dale Purvis presided and opened the meeting. Mr. Donnie Williamson provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

Dr. Breerwood welcomed Troy Johnston from Butler Snow and Jason Thomas from the Municipal Advisories of Mississippi. Both Mr. Johnston and Mr. Thomas were in attendance to discuss financing for the dormitory project on the Poplarville Campus.

Recognitions

None.

Presentations

None.

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Approval of Minutes

Vice Chairman Purvis called for approval of the **November 14th board meeting minutes**. A motion was made by Frank Ladner, seconded by Teenia Perry, to approve the November 14, 2023 board meeting minutes as presented. The motion was unanimous.

Departmental Reports

Troy Johnston from Butler Snow presented to the board a resolution that exhibits engaging the professionals for the lease-purchase financing for the dormitory project. Mr. Johnston met with Buildings and Grounds along with Jason Thomas from the Municipal Advisories of Mississippi. A motion was made and seconded by the Buildings and Grounds Committee to approve the lease purchase financing resolution. The motion was unanimous.

A recommendation was made out of Buildings and Grounds to discuss financing options for the new dormitory project. The project will be budgeted at \$8,500,00.00 including contingencies. The financing structure for the project will be a lease purchase agreement. Dr. Breerwood mentioned that they are awaiting final plans from the architect and will begin discussions with contractors to find best available pricing. A motion was made and seconded by the Buildings and Grounds Committee to approve the recommendation as stated above. The motion was unanimous.

Departmental reports were presented by Dr. Martha Lou Smith, Dr. Jana Causey, Dr. Jennifer Seal, Dr. Raymunda Barnes, Mr. Jeff Long and Ms. Candace Harper.

Financial Reports

Ms. Clark presented and reviewed the **Reconciled Bank Balances ending November 30, 2023 and Unrestricted Current Fund Statement of Expenditures ending November 30, 2023**. No board action was necessary for these reports.

Ms. Clark presented for review and approval the **November 1, 2023 through November 30, 2023 Disbursement Register (Claim Docket)** in the amount of \$3,582,044.22 total disbursements. Included in this amount is student refunds in the amount of \$454,954.21. A motion was made by Sonny Knight, seconded by Gale Harris, to approve the Disbursement Register as stated and defined herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Ms. Clark presented for review and approval the **December 2023 Fixed Assets Deletion Report** for institution wide in the amount of \$276,368.99. The report contains various unserviceable computers, furniture and electronic items that are no longer in use and will be prepared for salvage. A motion was made by Ike Haynes, seconded by Frank Ladner, to approve the December 2023 Fixed Assets Deletion Report as stated and defined herein. The motion was unanimous. The original report is on file in the Business Office.

Ms. Clark presented for review and approval a **Single Source Item** from GT Simulators for the purchase of a Breast Ultrasound Examination Phantom Breast Fan in the amount of \$6,177.00; a **Single Source Item** from Labster for the purchase of MediaLab and Labster Subscriptions in the amount of \$10,734.50; a **Single Source Item** from Southern Educational Systems for the purchase of Residential and Mobile Training Units in the amount of \$31,233.62; a **Single Source Item** from SIVAD for the purchase of a Mechanical Drives Learning System in the amount of \$40,486.66; and a **Single Source Item** from Vyaire Medical for the purchase of a High Frequency Oscillator in the amount of \$12,500.00.

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A motion was made by Teenia Perry, seconded by Frank Ladner to approve the Single Source Items as stated and defined herein. The motion was unanimous.

Personnel Matters – Resignations and Retirements

None.

Personnel Matters – Recommendations for Employment and Employee Transfers

Dr. Smith presented for approval the **recommendation** of **Ms. Diane Swilley-Blackman** for the position of MS-SHIPS Coordinator (11 Months) effective December 1, 2023.

Dr. Causey presented for approval the **recommendation** of **Mr. Micah Bounds** for the position of Instructor of Practical Nursing effective January 2, 2024.

Dr. Causey presented for approval the **transfer** of **Ms. Misty Lucas** from the position of Part-Time Adjunct Instructor of the Surgical Technology Program to the position of Full-Time position Instructor of the Technology Program (FCC 12 Months) effective January 2, 2024.

Dr. Causey presented for approval the **transfer** of **Ms. Angela Davis** from the position of Full-Time Instructor of Practical Nursing (FCC 12 Months) to the position of Full-Time Associate Degree Nursing (9 Months Poplarville) effective January 2, 2024.

A motion was made by Frank Ladner, seconded by Teenia Perry to approve the transfers and recommendations of **Ms. Swilley-Blackman, Mr. Bounds, Ms. Lucas and Ms. Davis** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Breerwood presented for review and approval a request to implement an **Aviation Maintenance Program Fee**. Due to the cost of operating the Aviation Maintenance Program, a \$1,000 program fee per semester will be included. A motion was made by Gale Harris, seconded by Teenia Perry to approve the Aviation Maintenance Program Fee as reviewed. The motion was unanimous.

President's Report

Dr. Breerwood made a recommendation during Buildings and Grounds to have the Allied Health and Nursing Building on the Forrest County Campus be named after the Asbury Foundation of Hattiesburg for their contributions to Pearl River Community College. A motion was made and seconded by the Buildings and Grounds Committee to approve the naming of the Allied Health and Nursing Building as presented. The motion was unanimous.

Dr. Breerwood informed the board that the closing of the Hillsdale Rd. property would be on December 8th.

Dr. Breerwood thanked the board for their continued support and presented them with a Christmas gift.

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Adjournment

There being no further business to come before the Board of Trustees, Vice Chairman Purvis called for the meeting to be adjourned. A motion was made by Gale Harris, seconded by Teenia Perry to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, January 9, 2024 at 1:00PM at Pearl River Community College's Olivia Bender Cafeteria.

Tony Waits
Chairman of the Board

M. L. "Sonny" Knight
Secretary of the Board

Dale Purvis
Vice Chairman of the Board

Exhibit Items for the December 7, 2023 Board of Trustees Meeting Minutes

None.

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.