

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

May 14, 2024

The Board of Trustees of Pearl River Community College met Tuesday, May 14, 2024, 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, <i>Chairman</i>	Mr. Frank Ladner
Mr. M. L. "Sonny" Knight, <i>Secretary - Absent</i>	Mr. Michael Waits
Mr. Dale Purvis, <i>Vice Chairman - Absent</i>	Mr. Carl Michael Day
Dr. Steven Hampton - Absent	Mr. Don Welsh
Mr. Ike Haynes	Mr. Brian Freeman - Absent
Ms. Teenia Perry	Ms. Paulette Holliday
Mr. Donnie Williamson	Ms. Teresa Stafford
Mr. Rhett Ladner - Absent	Mr. John Shows

PRCC Staff in Attendance:

Dr. Adam Breerwood, *President*
Dr. Martha Lou Smith, *Senior Vice President for Instruction/Provost*
Dr. Jennifer Seal, *Vice President for Planning and Institutional Research*
Dr. Jana Causey, *Vice President for Forrest County Campus, Allied Health and Nursing Programs*
Dr. Raymunda Barnes, *Vice President for Hancock Campus*
Mr. Jeff Long, *Vice President for Poplarville Campus and Student Services*
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

Chairman Tony Waits presided and opened the meeting. Mr. Ike Haynes provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

None.

Recognitions

None.

Presentations

Troy Johnston from Butler Snow LLP presented for review and approval a **Sales Parameter Resolution** which exhibits and engages the lease purchase financing for the Poplarville Campus dormitory project. A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the Sales Parameter Resolution as stated and defined herein. The motion was unanimous.

Approval of Minutes

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Chairman Waits called for approval of the **April 9th board meeting minutes**. A motion was made by Frank Ladner, seconded by Donnie Williamson, to approve the April 9, 2024, board meeting minutes as presented. The motion was unanimous.

Departmental Reports

Departmental reports were presented by Dr. Smith, Dr. Causey, Dr. Seal, Dr. Barnes, Mr. Long, and Ms. Harper.

Financial Reports

Ms. Clark presented and reviewed the **Reconciled Bank Balances ending April 30, 2024, and Unrestricted Current Fund Statement of Expenditures ending April 30, 2024**. No board action was necessary for these reports.

Ms. Clark presented for review and approval the **April 1, 2024, through April 30, 2024, Disbursement Register (Claim Docket)** in the amount of \$2,365,342.43 total disbursements. Included in this amount are student refunds in the amount of \$425,292.08. A motion was made by Ike Haynes, seconded by Carl Michael Day, 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 approval the **May 2024 Fixed Assets Deletion Report** institution-wide in the amount of \$30,407.31. The report contains various unserviceable computers and electronic items that are no longer in use and will be prepared for salvage. A motion was made by John Shows, seconded by Donnie Williamson, to approve the May 2024 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 approval several **Reverse Auction Items**: Cisco Room Kits and Equipment from C Spire in the amount of \$316,500.00; Multi-process Welding Machines (20) from IWS Gas and Supply in the amount of \$169,160.00; Autonomous Surface Vessel and Bathymetry & Dual Frequency Side Scan Sonar System from Seafloor Systems in the amount of \$108,650.00; Samsung GM85 Machine from Mid-South Medical Imaging in the amount of \$82,437.65; and a DEL Samsung Overhead Room from Mid-South Medical Imaging in the amount of \$133,000.00. A motion was made by Donnie Williamson, seconded by John Shows, to approve the Reverse Auction Items as stated and defined herein. The motion was unanimous.

Ms. Clark presented for approval the **FY 2025 Proposed Fee Sheet**. A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the Proposed Fee Sheet as stated and defined herein. The motion was unanimous.

Personnel Matters – Resignations and Retirements

Dr. Causey presented for acceptance the **resignation** of **Ms. Stephanie Green** from the position of Instructor of Practical Nursing (12 Months) effective May 31, 2024.

Ms. Causey presented for acceptance the **resignation** of **Ms. Raven Gould** from the position of Instructor of Associate Degree Nursing (9 Months) effective May 31, 2024.

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A motion was made by Mike Waits, seconded by John Shows, to accept the resignations of **Ms. Green and Ms. Gould** as presented and defined herein. The motion was unanimous.

Personnel Matters – Recommendations for Employment and Employee Transfers

Dr. Smith presented for approval the **transfer** of **Ms. Hollye Callahan** from the position of Proctoring Center Coordinator to the position of Instructor of Business Technology (9 Months) effective August 1, 2024.

Dr. Smith presented for approval the **transfer** of **Ms. Emily Sheckells** from the position of First Year Experience Coordinator (12 Months) to the position of Instructor of Business Technology (9 Months) effective August 1, 2024.

Dr. Smith presented for approval the **recommendation** of **Mr. Joseph (Bo) Worley** for the position of Industrial Business Developer (12 Months) effective June 1, 2024.

Dr. Seal presented for approval the **recommendation** of **Ms. Christine Davis** for the position of Quality Enhancement Plan Director (12 Months) effective July 1, 2024.

Dr. Causey presented for approval the **recommendation** of **Ms. Samantha Bond** for the position of Practical Nursing Instructor (12 Months) effective May 1, 2024.

Dr. Barnes presented for approval the **recommendation** of **Ms. Nicole Navarez** for the position of Instructor of Industrial Electronics Technology (9 Months) effective August 1, 2024.

A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the recommendations of **Ms. Callahan, Ms. Sheckells, Mr. Worley, Ms. Davis, Ms. Bond, and Ms. Navarez** as presented and defined herein. The motion was unanimous.

Legal Matters

Josh Mars introduced Mr. Nick Thompson to the board. Mr. Thompson has been a partner of Mr. Mars for over ten years and assisted with PRCC's most recent dormitory project.

Other Business

Dr. Breerwood presented for approval the **FY 2025 Assurances Form-Local Plan Application**. A motion was made by Frank Ladner, seconded by Donnie Williamson, to approve the Local Plan Application as stated and defined herein. The motion was unanimous.

Dr. Breerwood presented for review the **Audit Report for Fiscal Year Ended June 30, 2023**. No board action was necessary.

President's Report

Dr. Breerwood thanked Dr. Smith and her team for a successful graduation. This year was the largest group of students to participate in graduation ceremonies for PRCC.

Dr. Breerwood reminded the board that the ribbon cutting for the new Hancock Campus would be August 5th. Governor Reeves will be in attendance. There will be a luncheon at 11:00am in the Hangar followed by a ribbon cutting for Mr. Frank Ladner's building.

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Dr. Breerwood informed the board that he was working to complete the budget process for FY 2025 and would present at the June meeting.

Dr. Breerwood reminded the board that PRCC would be hosting the Region 23 Baseball Tournament May 14-18 and invited everyone to attend.

Chairman Waits announced the retirement of Mr. Sonny Knight from the PRCC Board of Trustees. Mr. Knight served on the Board of Trustees for over 27 years. With that said, Chairman Waits recommended that John Shows succeed Mr. Knight as **Secretary of the Board**. A motion was made by Frank Ladner, seconded by Donnie Williamson, to approve John Shows as Secretary of the Board as stated and defined herein. The motion was unanimous.

Executive Session

Chairman Waits called for a motion to consider entering **Executive Session** to discuss a potential legal matter. A motion was made by Ike Haynes, seconded by Frank Ladner, to enter executive session. The motion was unanimous.

A motion was made by Ike Haynes, seconded by Frank Ladner to remain in executive session for the discussion of a potential legal matter. The motion was unanimous.

A motion was made by Frank Ladner, seconded by Donnie Williamson to exit the executive session, and adjourn the board meeting. The motion was unanimous.

No board action was taken during the executive session.

Adjournment

There being no further business to come before the Board of Trustees, Chairman Waits called for the meeting to be adjourned. A motion was made by Frank Ladner, seconded by Donnie Williamson to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, June 11, 2024, at 1:00PM at Pearl River Community College's Olivia Bender Cafeteria.

Tony Waits
Chairman of the Board

John Shows
Secretary of the Board

Exhibit Items for the May 14, 2024, Board of Trustees Meeting Minutes

Sales Parameter Resolution

- a. Exhibit A- Lease and Option to Purchase
- b. Exhibit B- Ground Lease
- c. Exhibit C- Assignment Agreement
- d. Exhibit D- Trust Agreement
- e. Exhibit E- Preliminary Official Statement
- f. Exhibit F- Purchase Contract
- g. Exhibit G- Construction Agreement

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.