

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

June 11, 2024

The Board of Trustees of Pearl River Community College met Tuesday, June 11, 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, *Chairman*
Mr. John Shows, *Secretary*
Mr. Dale Purvis, *Vice Chairman*
Dr. Steven Hampton
Mr. Ike Haynes
Ms. Teenia Perry
Mr. Donnie Williamson
Mr. Rhett Ladner

Mr. Frank Ladner
Mr. Michael Waits - Absent
Mr. Carl Michael Day
Mr. Don Welsh
Mr. Brian Freeman
Ms. Paulette Holliday
Ms. Teresa Stafford
Dr. Marcus Houston

PRCC Staff in Attendance:

Dr. Adam Breerwood, *President*
Dr. Martha Lou Smith, *Executive Vice President for Instruction/Provost*
Dr. Jennifer Seal, *Vice President for Planning and Institutional Research*
Dr. Jana Causey, *Vice President for Forrest County Campus*
Dr. Raymunda Barnes, *Vice President for Hancock Campus*
Dr. Jeff Long, *Executive Vice President for Student 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. Dr. Steven Hampton provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

Dr. Breerwood welcomed Dr. Marcus Houston to the PRCC Board of Trustees. Dr. Houston is a native of Poplarville, MS and a Physical Therapist. Dr. Houston replaces Mr. Sonny Knight and will serve for Pearl River County.

Recognitions

None.

Presentations

None.

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Approval of Minutes

Chairman Waits called for approval of the **May 14th board meeting minutes**. A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the May 14, 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, and Dr. Long.

Financial Reports

Ms. Clark presented and reviewed the **Reconciled Bank Balances ending May 31, 2024, and Unrestricted Current Fund Statement of Expenditures ending May 31, 2024**. No board action was necessary for these reports.

Ms. Clark presented for review and approval the **May 1, 2024, through May 31, 2024, Disbursement Register (Claim Docket)** in the amount of \$4,212,366.09 total disbursements. Included in this amount are student refunds in the amount of \$158,344.70. A motion was made by John Shows, seconded by Rhett Ladner, 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 **June 2024 Fixed Assets Deletion Report** institution-wide in the amount of \$36,400.39. 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 Donie Williamson, seconded by Teresa Stafford, to approve the June 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 a **Single Source Item** from Anatomage for a 3D, Interactive, Virtual Dissection Table in the amount of \$93,650.00. A motion was made by Teresa Stafford, seconded by Brian Freeman, to approve the single source item as stated and defined herein. The motion was unanimous.

Ms. Clark presented for approval the **FY 2025 Instructional Faculty Salary Schedule** for the Fiscal Year Ended June 30, 2025. A motion was made by Ike Haynes, seconded by Dale Purvis, to approve the Instructional Faculty Salary Schedule as stated and defined herein. The motion was unanimous.

Ms. Clark and Dr. Breerwood presented for approval the **FY 2025 Budget**. A motion was made by Frank Ladner, seconded by Brian Freeman, to approve the budget as stated and defined herein. The motion was unanimous.

Personnel Matters – Resignations and Retirements

None.

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Personnel Matters – Recommendations for Employment and Employee Transfers

Dr. Breerwood presented for approval the **recommendation** of **Mr. Landun Hinton** for the position of Recruiter effective June 24, 2024.

Dr. Breerwood presented for approval the **recommendation** of **Ms. Juliana Moore** for the position of Recruitment and Marketing Specialist effective June 12, 2024.

A motion was made by Rhett Ladner, seconded by John Shows, to approve the recommendations of **Mr. Hinton and Ms. Moore** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Seal presented for review and approval the **2022-2023 Strategic Plan**. A motion was made by Carl Michael Day, seconded by Dale Purvis to approve the document as presented and defined herein. The motion was unanimous.

Dr. Breerwood presented for review and approval the **FY2025 Personnel Memorandum**. A motion was made by Teresa Stafford, seconded by Carl Michael Day to approve the document as presented and defined herein. The motion was unanimous.

President's Report

Dr. Breerwood thanked the board for the employee pay raise included in the FY 2025 Budget. He then thanked Ms. Clark for her hard work preparing this year's budget.

Dr. Breerwood reminded the board about Mr. Frank Ladner's Hancock County Scholarship Dinner is scheduled for Tuesday, July 30th. Mr. Ladner informed the board that this year 24 scholarships would be presented to PRCC students.

Dr. Breerwood reminded the board about the upcoming Board of Trustees Conference in Biloxi, MS June 26-28.

Chairman Waits presented for approval a **Resolution of Appreciation** for Mr. Sonny Knight. He informed the board that Mr. Knight and his family would be attending the July 9th board meeting and recognized for his service to the board. A motion was made by Dr. Marcus Houston, seconded by Frank Ladner, to approve the Resolution of Appreciation as stated and defined herein. The motion was unanimous.

Executive Session

Chairman Waits called for a motion to consider entering **Executive Session** to discuss the Board of Trustees Self-Evaluation and Dr. Adam Breerwood's Evaluation for 2023-2024. A motion was made by Frank Ladner, seconded by Teresa Stafford, to enter executive session. The motion was unanimous.

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A motion was made by Ike Haynes, seconded by Frank Ladner to remain in executive session for the discussion of the Board of Trustees Self-Evaluation and President's Evaluation. The motion was unanimous.

A motion was made by Frank Ladner, seconded by Dale Purvis, to exit the executive session. The motion was unanimous.

No board action was taken during the executive session.

Once the board returned to open session, Chairman Waits presented the details of Dr. Adam Breerwood's 2024-2025 contract and made a recommendation for approval. A motion was made by Frank Ladner, seconded by Ike Haynes, to approve Dr. Breerwood's 2024-2025 contract details as stated and defined herein. The motion was unanimous.

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 Brian Freeman, seconded by Teresa Stafford to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, July 9, 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 June 11, 2024, 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.