

# PEARL RIVER COMMUNITY COLLEGE

## Board of Trustees Meeting Minutes

August 13, 2024

The Board of Trustees of Pearl River Community College met Tuesday, August 13, 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 - Absent
Mr. John Shows, <i>Secretary</i>	Mr. Michael Waits
Mr. Dale Purvis, <i>Vice Chairman</i> - Absent	Mr. Carl Michael Day
Dr. Steven Hampton	Mr. Don Welsh
Mr. Ike Haynes	Mr. Brian Freeman
Ms. Teenia Perry - Absent	Ms. Paulette Holliday
Mr. Donnie Williamson	Ms. Teresa Stafford
Mr. Rhett Ladner	Dr. Marcus Houston

### **PRCC Staff in Attendance:**

Dr. Adam Breerwood, *President*  
Dr. Martha Lou Smith, *Executive Vice President for Instruction/Provost*  
Dr. Jennifer Seal, *Executive Vice President for Planning and Accreditation*  
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. Delana Harris, *Executive Director of Development Foundation and Alumni 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**

None.

### **Recognitions**

None.

### **Presentations**

None.

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### **Approval of Minutes**

Chairman Waits called for approval of the **July 9<sup>th</sup> board meeting minutes**. A motion was made by John Shows, seconded by Carl Michael Day, to approve the July 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. Long, and Ms. Harris.

### **Financial Reports**

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

Ms. Clark presented for review and approval the **July 1, 2024, through July 31, 2024, Disbursement Register (Claim Docket)** in the amount of \$4,409,961.09 total disbursements. Included in this amount are student refunds in the amount of \$531,825.50. A motion was made by Carl Michael Day, 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 a **Reverse Bid Item** from Business Communications Inc. for Cisco IT Equipment in the amount of \$797,200.92. A motion was made by Teresa Stafford, seconded by Donnie Williamson to approve the reverse bid item as stated and defined herein. The motion was unanimous.

Ms. Clark presented for approval an **Agent Resolution** for Hancock Whitney. This is a request for an update to the agent listed on the Treasury Management Resolution. A motion was made by Rhett Ladner, seconded by Teresa Stafford to approve the agent resolution as stated and defined herein. The motion was unanimous.

### **Personnel Matters – Resignations and Retirements**

Ms. Reid presented for acceptance the **resignation of Ms. Janet Armour** from the position of Librarian/Testing Proctor (Hancock) effective July 31, 2024.

Ms. Reid presented for acceptance the **resignation of Ms. Amanda Estes** from the position of Instructor of Associate Degree Nursing (9 Months) effective July 31, 2024.

Ms. Reid presented for acceptance the **resignation of Ms. Cassie Reid** from the position of Instructor of Biology (FCC-9 Months) effective July 31, 2024.

Ms. Reid presented for acceptance the **resignation of Mr. Trevor Burge** from the position of Veterans Affairs School Certifying Official/Advising Support Specialist (12 Months) effective August 16, 2024.

A motion was made by Carl Michael Day, seconded by Teresa Stafford to approve the resignations of **Ms. Armour, Ms. Estes, Ms. Reid, and Mr. Burge** as presented and defined herein. The motion was unanimous.

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**Personnel Matters – Recommendations for Employment and Employee Transfers**

Ms. Reid presented for approval the **recommendation** of **Ms. Candie Gibson** for the position of Associate Degree Nursing (FCC-9 Months) effective August 1, 2024.

Ms. Reid presented for approval the **recommendation** of **Mr. Gergory Matthews** for the position of Instructor of Welding and Cutting Technology (FCC-9 Months) effective August 1, 2024.

Ms. Reid presented for approval the **recommendation** of **Dr. Glenn McCombs** for the position of Instructor of Biology (FCC-9 Months) effective August 1, 2024.

Ms. Reid presented for approval the **transfer** of **Ms. Melissa Hopkins** from the position of Career STEP Coach (12 Months) to the position of Workforce Project Manager (Grant) effective August 1, 2024.

Ms. Reid presented for approval the **transfer** of **Ms. Amber Martin** from the position of Assessment Data Specialist (11 Months) to the position of Adult Education Data Manager (Grant) effective August 1, 2024.

Ms. Reid presented for approval the **transfer** of **Mr. Jarrod Gant** from the position of Adjunct to the position of Associate Degree Nursing (Poplarville-9 Months) effective August 12, 2024.

A motion was made by Teresa Stafford, seconded by John Shows, to approve the recommendations and transfers of **Ms. Gibson, Mr. Matthews, Dr. McCombs, Ms. Hopkins, Ms. Martin, and Mr. Gant** as presented and defined herein. The motion was unanimous.

**Legal Matters**

None.

**Other Business**

Dr. Seal presented for review and approval the **Revised Travel Policy**. A motion was made by Rhett Ladner, seconded by Dr. Marcus Houston to approve the policy changes as presented and defined herein. The motion was unanimous.

**President's Report**

Dr. Breerwood thanked the board for their attendance at the ribbon cutting and dedication of the new Hancock Campus on August 5<sup>th</sup>. He went on to say that it was an incredibly special day for the college as well as Mr. Frank Ladner and his family.

Dr. Breerwood informed the board that two projects will be out for bid in September: The Cosmetology, Barbering, and Childcare Building as well as Buildings 1 and 2 at the Forrest County Campus.

Dr. Breerwood asked Ms. Smith to distribute a gift to each board member to commemorate the opening of the Hancock Campus. Each board member received a framed photo.

Dr. Breerwood informed the board that the dormitory project is underway, and the facility will open in August 2025.

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**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 Carl Michael Day, seconded by Donnie Williamson to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, September 10, 2024, at 1:00PM at Pearl River Community College's Olivia Bender Cafeteria.

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Tony Waits  
Chairman of the Board

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John Shows  
Secretary of the Board

**Exhibit Items for the August 13, 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.