

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

September 10, 2024

The Board of Trustees of Pearl River Community College met Tuesday, September 10, 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. John Shows, <i>Secretary - Absent</i>	Mr. Michael Waits
Mr. Dale Purvis, <i>Vice Chairman</i>	Mr. Carl Michael Day - Absent
Dr. Steven Hampton	Mr. Don Welsh - Absent
Mr. Ike Haynes	Mr. Brian Freeman - Absent
Ms. Teenia Perry	Ms. Paulette Holliday
Mr. Donnie Williamson	Ms. Teresa Stafford
Mr. Rhett Ladner - Absent	Dr. Marcus Houston

PRCC Staff in Attendance/Absent:

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 - Absent*
Dr. Raymunda Barnes, *Vice President for Hancock County Campus - Absent*
Dr. Jeff Long, *Executive Vice President for Student Services*
Ms. Candace Harper, *Executive Vice President for Enrollment Services*
Ms. Delana Harris, *Executive Director of Development Foundation and Alumni Services - Absent*
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. Dale Purvis 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 **August 13th board meeting minutes**. A motion was made by Frank Ladner, seconded by Teresa Stafford, to approve the August 13, 2024, board meeting minutes as presented. The motion was unanimous.

Departmental Reports

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

The Buildings and Grounds Committee approved the acquisition of a 12-acre property adjacent to the Forrest County Campus in the amount of \$130,000. A motion was made and seconded by the Buildings and Grounds Committee to approve the acquisition of the property as stated and defined herein. The motion was unanimous.

Financial Reports

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

Ms. Clark presented for review and approval the **August 1, 2024, through August 31, 2024, Disbursement Register (Claim Docket)** in the amount of \$4,772,362.01 total disbursements. Included in this amount are student refunds in the amount of \$117,914.75. A motion was made by Ike Haynes, seconded by Donnie Williamson, 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 **September 2024 Fixed Assets Deletion Report** institution-wide in the amount of \$87,092.08. 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 Teresa Stafford, seconded by Frank Ladner, to approve the September 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 Data Recognition Corporation for the purchase of TABE Online Unlimited Usage Testing in the amount of \$7,464.30.

Ms. Clark presented for approval a **Reverse Bid Item** from Industrial Training Solutions for the purchase of Mechanical Drives, Hydraulic Learning Systems, Electrical Power Trainers, Commercial Wiring Trainers, Mechanical Drives Learning Systems, Basic Hydraulic Learning Systems, and Mechanical Drives 2 Learning Systems in the amount of \$387,864.00; a **Reverse Bid Item** from Magee Enterprises, Inc. for the purchase of Electronic Study Trainers in the amount of \$178,068.00; a **Reverse Bid Item** from SIVAD, Inc. for the purchase of Skill Boss Manufacturing, Controllers, Milling Certification Carts, Tooling Accessories, CNC Simulators and Guides in the amount of \$801,284.16; a **Reverse Bid Item** from Future Tek, Inc. for the purchase of Suitcase Pneumatic Trainers in the amount of \$112,800.00; a **Reverse Bid Item** from Training Consultants Inc. for the purchase of Allen Bradley PLC Training Systems in the amount of \$105,000.00; a **Reverse Bid Item** from Industrial Training Solutions for the purchase of Industrial Controls Training Systems and Intro to Mechatronics Small Tabletop Units in the amount of \$156,308.00. All reverse bid items are funded through a Department of Labor Grant.

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A motion was made by Mike Waits, seconded by Teresa Stafford to approve the **single source item and reverse bid items** as stated and defined herein. The motion was unanimous.

Personnel Matters – Resignations and Retirements

Ms. Reid presented for acceptance the **resignation of Angela Davis** from the position of Instructor of Associate Degree Nursing (9 Months) effective August 13, 2024.

Ms. Reid presented for acceptance the **resignation of Ms. Ashlee Barone** from the position of Instructor of Associate Degree Nursing (9 Months) effective September 2, 2024.

A motion was made by Teresa Stafford, seconded by Mike Waits to accept the resignations of **Ms. Davis and Ms. Barone** as presented and defined herein. The motion was unanimous.

Personnel Matters – Recommendations for Employment and Employee Transfers

Ms. Reid presented for approval the **recommendation of Ms. Alesha Lindsey** for the position of Hancock Campus Librarian/Testing Proctor effective October 1, 2024.

Ms. Reid presented for approval the **recommendation of Ms. Kristin Rome** for the position of Human Resources Specialist effective October 1, 2024.

Ms. Reid presented for approval the **recommendation of Ms. Kylee Ladner** for the position of Finance and Accounting Specialist effective October 7, 2024.

A motion was made by Donnie Williamson, seconded by Teresa Stafford, to approve the recommendations of **Ms. Lindsey, Ms. Rome, and Ms. Ladner** as presented and defined herein. The motion was unanimous with Frank Ladner abstaining.

Legal Matters

None.

Other Business

None.

President's Report

Dr. Breerwood presented for approval an **Interlocal Agreement** between the City of Poplarville and Pearl River Community College for Fire Protection Services. A motion was made by Frank Ladner, seconded by Mike Waits to approve the agreement as stated and defined herein. The motion was unanimous.

Dr. Breerwood informed the board that several projects would need approval at the October board meeting including Building 1 and 2 at the Forrest County Campus and the Cosmetology and Barbering Building on the Poplarville Campus.

Dr. Breerwood informed the board that the 2024 10th Day Enrollment Report published by the Mississippi Community College Board arrived with news of the record-setting enrollment of 6,093 students for the fall semester, shattering previous school and state records. Pearl River has seen a 24.81% growth in enrollment from 2017 to 2024 while the state average saw a drop of -7.27%.

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Pearl River is the only community college in the state to experience a significant headcount gain in that period.

Dr. Breerwood reminded the board about the first home football game on Thursday, September 12th.

Dr. Breerwood informed the board that the college would continue closely monitor the weather for all campuses and would be communicating with students, faculty, and staff through social media, email, and text messaging platforms.

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 Teresa Stafford, seconded by Mike Waits to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, October 8, 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 September 10, 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.