

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

December 12, 2024

The Board of Trustees of Pearl River Community College met Thursday, December 12, 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</i> - Absent	Mr. Michael Waits
Mr. Dale Purvis, <i>Vice Chairman</i>	Mr. Carl Michael Day - Absent
Dr. Steven Hampton - Absent	Mr. Don Welsh
Mr. Ike Haynes – Absent	Mr. Brian Freeman
Ms. Teenia Perry	Ms. Paulette Holliday
Mr. Donnie Williamson - Absent	Ms. Teresa Stafford - Absent
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*
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* - Absent
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. Brian Freeman 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 **November 12th board meeting minutes**. A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the November 12, 2024, board meeting minutes as presented. The motion was unanimous.

Departmental Reports

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

The Buildings and Grounds Committee met to discuss the **Certified Bid Tabulation Form** for the **Metal Building Project** on the Poplarville Campus which will be the new maintenance facility. Three bids were submitted for the project. Dr. Breerwood made a recommendation to accept the lowest bid from Busby Construction, LLC in the amount of \$111,493.00. A motion was made and seconded by the Buildings and Grounds Committee to approve the property purchase as stated and defined herein. The motion was unanimous.

Financial Reports

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

Dr. Breerwood presented for review and approval the **November 1, 2024, through November 30, 2024, Disbursement Register (Claim Docket)** in the amount of \$3,007,946.80 total disbursements. Included in this amount are student refunds in the amount of \$188,798.00. A motion was made by Teenia Perry, seconded by Dale Purvis, 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.

Dr. Breerwood presented for approval the **December 2024 Fixed Assets Deletion Report** institution-wide in the amount of \$16,710.90. 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 Mike Waits, seconded by Dale Purvis, to approve the December 2024 Fixed Assets Deletion Report as stated and defined herein. The motion was unanimous. The original report is on file in the Business Office.

Personnel Matters – Resignations and Retirements

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

A motion was made by Frank Ladner, seconded by Dale Purvis, to accept the resignation of **Ms. Smith** 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. Rosalind Pittman** for the position of Instructor of Associate Degree Nursing (9 Months) effective January 1, 2025.

Ms. Reid presented for approval the **recommendation of Ms. Leslie Shattles** for the position of Instructor of Associate Degree Nursing (9 Months) effective January 1, 2025.

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Ms. Reid presented for approval the **transfer of Ms. Tenora Posey** from the position of Enrollment Specialist (Admissions) to the position of WIOA Workforce Coordinator effective January 1, 2025.

A motion was made by Teenia Perry, seconded by Dr. Marcus Houston, to approve the recommendations and transfers of **Ms. Pittman, Ms. Shattles, and Ms. Posey** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Breerwood presented for review and approval the **Revised Admissions Policy**. A motion was made by Brian Freeman, seconded by Dale Purvis to approve the policy revisions as presented and defined herein. The motion was unanimous.

President's Report

Dr. Breerwood thanked the cabinet members for their hard work preparing for the SACSOC Decennial Report and for attending the conference in Austin, Texas over the weekend.

Dr. Breerwood informed the board that enrollment for spring 2025 was looking good and that he would know more after the second week in January.

Dr. Breerwood updated the board on current and future projects underway and opening in 2025 on all PRCC campuses.

Dr. Breerwood informed the board that in 2025 he would be focusing on the big picture including federal financing and relationships in Washington.

The **Board Officer Nomination Committee** met to discuss the new slate of officers who will serve a two-year term through December 2027. Mr. Frank Ladner, committee chair recommended the following to be approved: Mr. Tony Waits, Chairman, Mr. Dale Purvis, Vice Chairman, and Mr. John Shows, Secretary. A motion was made and seconded by the Board Officer Nomination Committee to approve the board officers 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 Dale Purvis, seconded by Teenia Perry to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, January 14, 2025, 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 December 12, 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.