

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

November 12, 2024

The Board of Trustees of Pearl River Community College met Tuesday, November 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, *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
Mr. Carl Michael Day
Mr. Don Welsh - Absent
Mr. Brian Freeman - Absent
Ms. Paulette Holliday
Ms. Teresa Stafford - 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*
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*
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

Patrick Ochs, Director of Athletics presented the Men's Soccer Team to the board as the 2024 Region 23 and Gulf South District Champions. The team will be the number seven seed in the NJCAA Men's Soccer Championship in Huntsville, AL. Coach Drew Gallant also received Coach of the Year honors.

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Approval of Minutes

Chairman Waits called for approval of the **October 8th board meeting minutes**. A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the October 8, 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, Ms. Harper, and Ms. Harris.

The Buildings and Ground Committee met to discuss the purchase of a property across from the Poplarville Campus on West North Street. Dr. Breerwood recommended that the Building and Grounds Committee approve the purchase of the West North Street property in the amount of \$82,500.00 to be used for additional parking for the Poplarville Campus. 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

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

Ms. Clark presented for review and approval the **October 1, 2024, through October 31, 2024, Disbursement Register (Claim Docket)** in the amount of \$5,412,584.02 total disbursements. Included in this amount are student refunds in the amount of \$1,997,168.14. 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 **November 2024 Fixed Assets Deletion Report** institution-wide in the amount of \$169,349.82. 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 Frank Ladner, seconded by Rhett Ladner, to approve the November 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 Rock Robotic Inc for the purchase of ROCK Desktop Pre-Processing Software and Business Plan in the amount of \$15,000.00. A motion was made by Teenia Perry, seconded by John Shows to approve the single source item as stated and defined herein. The motion was unanimous.

Personnel Matters – Resignations and Retirements

Ms. Reid presented for acceptance the **resignation for purposes of retirement of Mr. Vic Cerniglia** from the position of Instructor of Electronics (9 Months) effective May 31, 2025.

Ms. Reid presented for acceptance the **resignation of Ms. Misty Lucas** from the position of Instructor of Surgical Technology (12 Months) effective December 31, 2024.

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Ms. Reid presented for acceptance the **resignation of Ms. J. Michelle Coleman** from the position of WIOA Workforce Coordinator effective October 31, 2024.

A motion was made by Rhett Ladner, seconded by Donnie Williamson to accept the retirements of **Mr. Cerniglia, Ms. Lucas, and Ms. Coleman** 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. Kaylee Fortenberry** for the position of Recruiter/Marketing Specialist effective November 14, 2024.

Ms. Reid presented for approval the **recommendation of Ms. Kristian Mikell** for the position of Occupational Therapy Assistant Technology (12 Months) effective January 1, 2025.

Ms. Reid presented for approval the **transfer of Mr. Kirk Steinhauser** from the position of Adjunct Workforce Skills Trainer to the position of Manufacturing Workforce Skills Trainer (12 Months) effective November 4, 2024.

Ms. Reid presented for approval the **transfer of Ms. Deidre Brumfield** from the position of Adjunct Instructor to the position of Instructor of Surgical Technology (12 Months) effective January 1, 2025.

A motion was made by Donnie Williamson, seconded by Dr. Marcus Houston, to approve the recommendations and transfers of **Ms. Fortenberry, Ms. Mikell, Mr. Steinhauser, and Ms. Brumfield** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

None.

President's Report

Dr. Breerwood reminded the board to complete the Conflict of Interest form and return it to Maghan Smith.

Dr. Breerwood informed the board that Wildcat Wonderland would be held on Thursday, November 21st. He thanked Dr. Smith for her hard work as well as the work of the faculty, staff, and students. The event is free to the community and something everyone looks forward to each year.

Dr. Breerwood updated the board on current projects for each campus as well as upcoming projects.

Dr. Breerwood reminded the board that the December meeting would be changed to Thursday, December 12th due to the SACSCOC Conference.

Dr. Breerwood thanked the board for their continued support.

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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 Dale Purvis, seconded by Carl Michael Day to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Thursday, December 12, 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 November 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.