

Montgomery Community College Board of Trustees Meeting



April 13, 2022

Montgomery Community College
Board of Trustees
Board Meeting
April 13, 2022 at 6:00 p.m.
Hybrid Meeting Information
Sheet

To access the meeting, please call in using the number below, and when prompted, enter the meeting ID code. You may begin calling in as early as 5:30 p.m. to give yourself enough time to troubleshoot if needed.

After you enter the meeting ID code, please state your name so we can hear you when you enter the meeting. Mrs. Bulthuis will take roll at 6:00 p.m.

Join Zoom Meeting

<https://zoom.us/j/96467091337?pwd=cnRyWmN2dm1qVmFuOE10bFVhZE1HZz09>

Meeting ID: 964 6709 1337

Passcode: 633350

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**MONTGOMERY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AGENDA**

The regular meeting of the Montgomery Community College Board of Trustees will be held in the Blair Auditorium. The meeting will be held in a hybrid format on Wednesday, April 13, 2022, at 6:00 p.m. The Board will meet as a committee of the whole.

- Call to Order****Claudia Bulthuis, Chairman**
- Welcome and Announcements****Claudia Bulthuis**
- Oath of Office for Mr. Tim McAuley** **Claudia Bulthuis**
- Prayer**.....**Claudia Bulthuis**
- Roll Call**.....**Sandra Clyburn, Secretary**
- Approval of the Agenda and Board Minutes – Appendix A (Action)**..... **Claudia Bulthuis**
- Board of Ethics Reminder**..... **Claudia Bulthuis**

In keeping with MCC Board Policy 1.4 Conflict of Interest and Chapter 138A of the North Carolina Board of Ethics, any potential or actual conflicts of interest with matters coming before the Board of Trustees should be declared. Having reviewed the agenda for this evening’s meeting, are there any conflicts or potential conflicts of interest to be announced? If so, please state them at this time.

Standing Committees

Budget & Finance Committee

- February Financial Report – **Appendix B-1 (Action)**
- Write Offs – **Appendix B-2 (Action)**
- February Foundation Fund Statement – **Appendix B-3**
- Grants Update –**Appendix B-4**
- Foundation Update

Building & Grounds Committee

- Facilities/Construction Report – **Appendix C**

Personnel Committee

- Personnel Appointment Forms
 - Department Chair, Computer Information Technology – **Appendix D-1**
 - Dean of Student Services – **Appendix D-2**
 - Dean of Information Technology – **Appendix D-3**
 - Director of Health & Public Safety – **Appendix D-4**
 - Assistant to the President– **Appendix D-5**
- Personnel Separation Forms
 - Director of Foundational Studies – **Appendix D-6**

- Instructor, Arts & Sciences (Chemistry) – **Appendix D-7**

Curriculum/Student Services Committee

- Update from Vice President of Instruction/Student Services – **Appendix E**

Legislative/Public Relations Committee

- Legislative Updates
- Marketing Update – **Appendix F**

Institutional Status Committee

SGA Report – Appendix G Juliana Inman, SGA President

President’s Report

- Activities Since Previous Board Meeting – **Appendix H**
- COVID-19 Update

Chairman’s Report

- Tim McAuley Appointment- **Appendix I-1**
- NCACCT
- Calendar of Events – **Appendix I-2**
 - Graduation – May 11, 2022
 - Board Retreat – August 6, 2022
- Presidential Evaluation Schedule
 - Results are compiled and reviewed by April BOT Meeting.
 - Results are discussed with Dr. Bledsoe at April BOT Meeting

Presidential Evaluation- Closed Session- (**Action**) (Pursuant to North Carolina General Statute section 143-318.11 (a) (1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statute section 115D-27.)

Open Session – (**Action**)

Report on closed session

Adjourn – (Action)..... Claudia Bulthuis

Minutes

Regular Meeting of the Board of Trustees Montgomery Community College

Wednesday, March 9, 2022

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was held on Wednesday, March 9, 2022 in the Blair Auditorium of Blair Hall. The meeting was called to order at 6:01 p.m. by Claudia Bulthuis, Chairman. The meeting was held as a hybrid meeting; those attending remotely are identified with an “R”.

<u>Present</u>		<u>Absent</u>
Phil Absher	Robert Harris	None
Tawanda Bennett	Kerry Hensley - R	
Claudia Bulthuis	Juliana Inman, SGA President	
Gelynda Capel-R	Dr. Philip Jones - R	
Dr. Katie Dunlap - R	Gordon Knowles	
Susan Eggleston	Bill Price	

Also present were Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Kelly Morgan, Director of Marketing, Communications, and Public Relations; Korrie Ervin, Director of Resource Development; and Teresa Hudson, Assistant to the VP of Instruction and recording secretary.

Prayer

Mrs. Bulthuis called the meeting to order and opened the meeting with prayer.

Roll Call

Mr. Price called the roll.

Welcome and Announcements

Mrs. Bulthuis welcomed all in attendance and asked the Board to pray for Jeanette McBride’s husband who was injured at work.

Approval of the Agenda and the February 9, 2022 Board Minutes – Appendix A – (Action)

Mr. Knowles made a motion, seconded by Mr. Eggleston, to approve the agenda for the March 9, 2022, meeting, as well as the minutes for the February 9, 2022, Board of Trustees meeting.

Board of Ethics Reminder

Mrs. Bulthuis reminded the Board of Chapter 138A of the State Government Ethics Act and the Montgomery Community College Board Policy 1.4 Conflict of Interest and asked if there were any potential or actual conflicts of interest. No conflicts of interest were declared.

Standing Committees

The committees conducted their business as a committee of the whole.

January 2022 Financial Reports – Appendix B-1 (Action)

Dr. Bledsoe presented Appendix B-1. County expenditures for the month of January total \$447,660, which is 55 percent of the budget and in line with where we should be this time of the year. Additionally, we have \$409,017 in local funds. State expenditures for the month of January total \$4,576,787 which is 49 percent of budget.

The College received some stabilization funds in the form of federal dollars reflected in the percentage expended of 49 percent. These funds will be rolled over into next year's budget. Some of the lower percentage items in Appendix B-1 are usually paid annually and will be billed to the College.

Institutional funds for the month of January total \$1,108,430 and the State Treasury fund totals \$199,387, both in line with where we should expect to be this time of year. Negatives in the Institutional Funds report reflect money spent for Pell grants that students owe back and grants that the College paid and haven't yet received reimbursement. Mr. Knowles questioned the percentage of money owed by students that goes uncollected. Dr. Bledsoe could not give an exact percentage, but reported that not all of the money is recovered. Student accounts are placed on hold until accounts are paid. Collection agencies can be used to help collect some funds after a certain amount of time, as well, but some will be written off. The bulk of institutional funds come from vending, bookstore, and rental fees. Institutional funds are unrestricted.

Mr. Knowles made a motion, seconded by Dr. Jones, to approve the January financial reports. On a roll call vote, the motion passed unanimously.

2-1 Budget Packet – Appendix B-2 (Action)

Dr. Bledsoe presented Appendix B-2, the 2-1 Budget Packet. This document is sent to the NC Community College System office each year outlining funds received from local, institutional and state funds. Last year the college received \$8,665,135 in state and federal funds combined, \$816,000 from the county, \$1,628,888 in institutional funds which includes grants, for a total of \$11,110,023 in total expenditures. Mr. Knowles made a motion, seconded by Mrs. Eggleston, to approve the 2-1 Budget Packet. On a roll call vote, the motion passed unanimously.

January Foundation Fund Statement – Appendix B-3

At the end of January 2022, the Foundation had a total fund balance of \$4,961,103.62 reflecting a market change decrease of \$228,018.45. The negative net change in the STIF account is due to standard expenses.

Foundation Update Appendix B-4

Dr. Bledsoe presented Appendix B-4, the brochure for the upcoming 24th Annual Golf Tournament. There are currently six teams registered to play this year. The tournament will be held at Denson’s Creek Golf Course on April 8. Tee time is at 12 p.m.

In-Kind Transfer – Appendix B-5 (Action)

Dr. Bledsoe presented Appendix B-5. The College has received an in-kind donation of 363 bolt-action rifles. Students can buy the guns for approximately \$200 each and modify them for student projects. The money received from the sale of the firearms will go back into the club to support gunsmithing students. The guns cannot be sold to the public and only modified versions can be sold to students. It is standard practice for the club to sell donated firearms to students so they can modify them for projects. Mrs. Bulthuis asked for motion to transfer the in-kind donation of firearms to the gunsmithing club. Mr. Knowles made motion, seconded by Mrs. Hensley, to approve the in-kind transfer. On a roll call vote, the motion passed unanimously.

Building and Grounds Committee**Facilities/Construction Report – Appendix C**

The renovation project in Blair Hall continues. Inspections didn’t pass so work continues and repairs will be made. The greenhouses are completed and training is being provided to anyone involved with maintaining the greenhouses. Dr. Bledsoe will take the Trustees on a tour of the greenhouses soon.

The metal-finishing room is under renovation. The new firing range is operational. A new flagpole, fences, and gates have been installed on the range which will prevent anyone from using the range without permission.

Personnel Committee – Personnel Appointment – Appendix D

The former Director of Institutional Effectiveness, Greg Taylor, has moved to a new position as the Director of Health and Public Safety. Mr. Taylor is retired law enforcement and certified in EMS and fire so this move was a good fit for the college and Mr. Taylor.

Curriculum/Student Services Committee**Update from Vice President of Instruction and Student Services – Appendix E-1 – E-2**

The Phlebotomy class had a 90 percent pass rate on the ASPT National Certification Exam. The BLET program has 10 students working towards graduation on May 3. CTE faculty are working

to include machining classes in their spring courses in hopes of drawing more interest from students.

The College currently ranks 53 in the system in overall FTE, which is a move up from last year. This is an indication that students are returning full time. As a small school, we are doing as good or better than most other community colleges. Although enrollment is down, students are taking more classes for additional FTE's.

There are 31 Early College students on track to complete their associate degree this semester. Miss Inman included that there are quite a few certificates being awarded to Early College students this semester, as well. Dr. Bledsoe encourages them to come back and finish their degree. Early College students are being accepted into various colleges and universities across the state.

Early registration for 2022 Summer and Fall Semesters is March 14.

Our Financial Aid office recently completed the North Carolina State Education Assistance Authority audit with no findings. Special thanks to Tonya Luck, Accountant, and Doni Hatchel, Financial Aid Director, for their work assisting with the audit.

Leadership Montgomery had their Education Day on February 10. The Small Business Center hosted its annual Guns, Goals, & Grit Business Summit on February 18. There was a total of 45 participants in attendance this year.

Dr. Bledsoe presented Appendix E-2, The Continuing Education Accountability and Credibility Plan Implementation by Director log. The log is reported to the Board each year and is important on the Continuing Education side because adjunct faculty are used heavily, and by having full time faculty/directors visit the classrooms ensure that classes are running as they should be. Even though this report is no longer required, it has proven to be a valuable and useful tool, so it has continued to be used each semester. Quality measurement methods such as this will be useful when SACS visits the college as well.

Legislative/Public Relations Committee

Legislative Updates - Appendix F-1

Dr. Bledsoe presented Appendix F-1, the North Carolina Community College System FY 2022 - 2025 Legislative Agenda. High-quality education is a tremendous value to NC families, students, employers, and taxpayers. The NCCCS will seek to strengthen the quality of college programs and services by investing in both students and employees of the community college system. Expanding technology, providing more services, and increasing salaries are all part of the agenda over the next three years. In the short session, there is a push for a 1 percent salary increase to be added to the already approved 2.5 percent, and then another 3.5 percent each year over the next 2

years for a total of 8 percent salary increases over the next three years. These increases would bring North Carolina closer to the average among the surrounding states of Georgia, South Carolina, Tennessee and Virginia.

Marketing Update – Appendix F-2

Dr. Bledsoe presented the Marketing Update in Appendix F-2. There is a new FFA Chapter on campus.

Two Trustees, Mrs. Susan Eggleston and Mr. Bill Price were featured in a recent Montgomery Herald article as returning Board of Trustee members.

Mrs. Morgan explained the terms and statistics for the college's Facebook account. In February, we *reached* 14,334 people, meaning those people saw our news in their feed, of those, 3,025 people were *engaged*, meaning they responded by liking, sharing, etc. *Followers* are people who subscribe to our page. We currently have a total of about 3,277 followers.

Institutional Status Committee

SGA Report – Appendix G

Ms. Inman presented the SGA report. The SGA along with Student Services staff sponsored a Valentine Hearts Contest. Students and employees guessed the number of candies in a jar and the person guessing closest won. The winner, Gwentyth Greene who is an Associate in Science student from the Early College won the jar full of candy and a \$50 gift card that can be used at several restaurants.

The MCC SGA and Early College SGA is sponsoring a winter clothing drive. Any clothing items (all weather / all sizes) can be dropped off in Room 216 in Capel Hall through March 19.

The SGA is also sponsoring "Operation Stay Motivated". Eligible students taking six credit hours or more will be entered into a drawing to win a \$50 gift card.

Winterfest was on March 2. There were many activities for students to participate in, including Polar Volleyball, Food Trucks, and a chance to dunk Dr. Bledsoe in a dunking booth.

There will be a diversity celebration on April 7 from 11:30 a.m. to 1:30 p.m. with traditional garments and food from various countries, food trucks and fun games.

The MLK food-packing event will be this Friday, March 11 starting at 8:30 a.m.

President's Report

President's Report – Dr. Chad Bledsoe – Appendix H

Dr. Bledsoe presented Appendix H. He recently gave a tour of the college with new State Senator Dave Craven.

There have been a number of interviews taking place on campus over the past several weeks. Meetings with local law enforcement and school officials have been taking place to discuss school safety. A joint lock-down drill is planned; a date will be provided soon. Pictures of Winterfest activities were presented to the Board. A general discussion ensued.

There have been approximately ten applicants apply for the position of Director of Institutional Effectiveness. There are several internal candidates who are qualified for the position who may be considered, as well.

Chairman's Report

Chairman's Report – Claudia Bulthuis, Chairman – Appendix I

Mrs. Bulthuis attended Winterfest. She commented on how impressed she was that Dr. Bledsoe was so engaged with students and staff. Dr. Bledsoe received the “bubbly award” for going above and beyond during the Winterfest activities.

Mrs. Bulthuis presented the calendar of events noting the MLK Day Meal Packaging event taking place on March 11.

Several Trustees will be attending the NCACCT Law/Legislative Seminar in Raleigh on March 30 – April 1. The Foundation Golf Tournament is April 8. BLET graduation is May 3 at 6 p.m. MCC graduation is on May 11 and the Board Retreat will be on August 6. Dr. Bledsoe added that NC Department of Labor Commissioner, Josh Dobson, has agreed to be the commencement speaker at graduation this year. He also reminded Trustees to complete their SEIs and I-9s.

The evaluation of the president is still ongoing. The evaluation results will be discussed with Dr. Bledsoe in closed session at the April meeting.

Mrs. Bulthuis plans to go back to face-to-face format with the September meeting beginning at 5:30 p.m. with committee meetings, dinner at 6:30 p.m., and the Board meeting at 7 p.m. Remote attendance will be available but in-person attendance is encouraged.

Mrs. Bulthuis will be sending out a survey to gather information regarding BOT meeting dates.

Mrs. Bulthuis asked for motion to adjourn the meeting at 7:02 p.m., Mr. Knowles made motion, seconded by Mr. Price, to adjourn the meeting at 7:02pm. The motion carried.

Claudia Bulthuis, Chairman

**Montgomery Community College
County Funds - Board Report for February 2022**

Appendix B-1

	2021-2022 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY22
Salaries	251,387	161,040	90,347	64%
Benefits	125,725	86,846	38,879	69%
Contracted Services	16,496	11,958	4,539	72%
Supplies & Materials	35,340	16,760	18,580	47%
Professional Development (Travel)	2,799	200	2,599	7%
Utilities	322,178	226,500	95,678	70%
Repairs & Maintenance	21,403	13,553	7,850	63%
Membership & Dues	2,660	820	1,840	31%
Insurance & Bonding	31,172	1,492	29,680	5%
Other Current Expenses	5,876	1,875	4,001	32%
Non-Capitalized Equipment	964	-	964	0%
Total Current Expense	816,000	521,044	294,956	64%

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's January 2022 Report	928,316
Add: Prior FY Property Tax Allocations from County Report	378,978
Add: FY22 Property Tax Allocation from County Report	67,420
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,549,714
Less: Prior FY Projects	(940,404)
Less: 2021-22 Projects - Gas Blower, Roof Repair-Blair, Parking Lots Lighting Upgrades	(185,413)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 02/28/22	\$ 423,897

**Montgomery Community College
State Funds - Board Report for February 2022**

	2021-2022 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY22
Salaries- Full Time	4,667,050	2,865,814	1,801,236	61%
Salaries- Part Time	905,867	513,246	392,621	57%
Salaries- Full Time & Part Time	5,572,917	3,379,059	2,193,858	61%
Benefits	2,050,194	1,272,632	777,562	62%
Contracted Instruction	172,277	75,932	96,346	44%
Financial/Audit Services	14,527	8,711	5,816	60%
I.T. Contracted Services	11,276	7,276	4,000	65%
Other Contracted Services	10,724	4,208	6,517	39%
Contracted Services	208,804	96,126	112,678	46%
Supplies & Materials	254,874	133,267	121,607	52%
Professional Development & Travel	94,774	27,822	66,952	29%
Communications	71,699	25,421	46,278	35%
Equipment Repair	20,712	4,304	16,408	21%
Maintenance Agreements	86,798	11,040	75,758	13%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	107,510	15,343	92,167	14%
Advertising	94,773	42,665	52,108	45%
Other Current Services	105,274	34,782	70,492	33%
Software License Renewal	122,913	69,544	53,369	57%
Other I.T. Rentals/ Leases	100,640	52,962	47,678	53%
IT Rentals/Leases/Licenses	223,553	122,506	101,047	55%
Insurance and Bonding	20,000	-	20,000	0%
Membership & Dues	32,884	5,510	27,374	17%
Minor Equipment	22,596	11,681	10,915	52%
Total Current Expense	8,859,852	5,166,815	3,693,037	58%
Equipment	497,381	36,605	460,776	7%

**Montgomery Community College
State Funds - Board Report for February 2022**

	2021-2022 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY22
Perkins Equipment	23,319	22,916	403	98%
Books	37,719	16,622	21,097	44%
Equipment & Books	567,914	85,637	482,276	15%
Total Expenses	9,427,766	5,252,452	4,175,314	56%

NOTE: Received budget in February. Spending levels are expected to increase over the coming months.

Montgomery Community College
Institutional Funds- Board Report for February 2022

	2021-22 Beginning Balance	2021-22 Revenue	2021-22 Expense	Cash Balance 02/28/22
1 Pell Overpayments	(5,076)	-	-	(5,076)
Veterans Reporting Fee	1,987	-	-	1,987
Overhead Receipts 75%	14,834	2,888	1,538	16,185
Current General & Miscellaneous	28,473	523	523	28,473
Administrative Support	747	1,015	1,762	-
Overhead Receipts 25%	11,456	963	-	12,419
Excess Fee Receipts	-	111	111	-
Textbook Rental	41,624	190	13,641	28,173
2 College Work Study	-	9,621	12,700	(3,079)
CARES Act-Institutional	-	241,918	241,918	-
Lost Revenue HEERF II	183,588	-	26,485	157,102
Total Institutional Support	277,633	257,229	298,678	236,184
Forestry Program	6,456	-	-	6,456
Specific Fees	104,391	59,032	45,723	117,700
Live Projects: Taxidermy	349	-	-	349
Self Supporting Curriculum	16,893	-	111	16,782
Distance Learning	1,224	-	-	1,224
NC Live Grant	409	-	-	409
Technology Fee-Curriculum	72,588	13,335	775	85,147
Total Curriculum Instruction & Fees	202,309	72,367	46,608	228,067
Scrap Metal Fund HVAC	768	-	-	768
Self Supporting	90,410	24,056	17,258	97,208
Community Service	1,712	-	-	1,712
Career Readiness	2,173	-	-	2,173
Small Business Center	9,498	240	263	9,475
Specific Fees: Occupational Extension	100,491	19,549	5,133	114,907
Horticulture: Live Project	878	-	-	878
CE Grants/Scholarships	55,054	18,000	25,269	47,785
3 DOL-AWESM Grant	(8,964)	16,286	16,286	(8,964)
Fire Training Center Grant	12,312	-	-	12,312
Technology Fee: Continuing Education	2,008	-	-	2,008
LSTA Grant	-	820	820	-
Total Cont Ed/Non-Curriculum Inst & Fees	266,340	78,951	65,029	280,261
5 NCWorks Grant Adult Services/Dislocated Worker	-	59,966	89,153	(29,187)
5 NCWorks Finish Line Grant	(1,104)	724	1,681	(2,061)
Total NC Works	(1,104)	60,690	90,834	(31,249)
Operational Funds	61,997	-	29,037	32,960
6 Sales Tax Utilization	-	179,224	185,413	(6,189)
Agricultural Expansion	(88,875)	200,000	32,438	78,688
Total Plant Operation & Maintenance	(26,878)	379,224	246,888	105,458
Vending	14,268	6,766	5,943	15,091
Bookstore Vending	58,121	5,175	-	63,296
General Store	1,327	12	23	1,316
Parking Fee	28,137	2,653	-	30,791
Student Government Association	38,075	22,187	10,465	49,797
Graduation Fund	2,628	550	-	3,178

**Montgomery Community College
Institutional Funds- Board Report for February 2022**

	2021-22 Beginning Balance	2021-22 Revenue	2021-22 Expense	Cash Balance 02/28/22
Student Ambassador	28,831	2,473	-	31,303
Club Accounts	95,313	-	-	95,313
7 Agency Fund	(22,719)	-	-	(22,719)
Funds for Others	4,716	-	-	4,716
Restricted Scholarships Held	4,500	-	-	4,500
Loan Funds Held & Dist	-	-	-	-
Total Proprietary/Other	253,196	39,816	16,431	276,581
GEER Scholarship	98	1,499	1,597	-
FSEOG	-	11,912	11,912	-
8 Pell Grant	(6,498)	780,476	780,476	(6,498)
9 Education Lottery Scholarship	-	12,697	20,617	(7,920)
4 Golden LEAF	-	15,895	18,708	(2,813)
9 NC Community College Grant	83	19,302	35,072	(15,687)
High Demand/Low Enrollment	-	700	700	-
9 MCC Foundation Scholarship	1,249	77,909	139,403	(60,246)
Wells Fargo Scholarship	-	-	-	-
Less Than Half-time	-	1,926	420	1,506
SGA President Scholarship	-	1,500	1,500	-
SECU Scholarships	-	6,250	6,250	-
LongLeaf Commitment Grant	-	10,943	10,680	263
NCSEAA FELPS Sch	-	3,000	3,000	-
CARES Act-Student	-	462,968	462,968	-
Total Student Aid- Grants & Scholarships	(5,069)	1,406,976	1,493,302	(91,395)
Capital Projects- Sales Tax Utilization/Ag Expansion	115,025	102,438	217,463	-
6 Golden LEAF-FY2020-085	(58,733)	140,983	90,370	(8,120)
Total Capital Assets	56,292	243,420	307,832	(8,120)
Total Institutional Funds: First Bank	1,022,719	2,538,671	2,565,603	995,788

STIF Account as of 02/28/22	Interest This Year	Prior Y.E. Balance	Current Balance
Operational Funds	38	45,089	45,128
Self Supporting- Continuing Education	9	10,900	10,909
Technology Fees	68	80,056	80,124
Bookstore	54	63,196	63,250
Total Institutional Funds: State Treasury	170	199,241	199,411

- 1 Pell Overpayment(Due from Students)**
- 2 Due from Dept. of Ed**
- 3 Due from Forsyth Tech**
- 4 Due from State**
- 5 Due from NC Works (WIOA)**
- 6 Due from County**
- 7 FA Bookstore Charges**
- 8 Due from Students**
- 9 Due from College Foundation**

Memorandum

TO: Montgomery Community College Board of Trustees
CC: Tonya Luck, Director of Financial Services; Elizabeth Tedder, A/R Specialist
From: Jeanette McBride, VP of Administrative Services
Date: March 30, 2022
Re: 2022 Write-Offs

According to the Collection Section of the Attorney General's Office regarding uncollectible accounts, the policy states "accounts should be written off an agency's financial accounting records when all collection procedures have been conducted without results and management deems the accounts uncollectible. Uncollectible accounts may be written off of an agency's financial accounting records and no longer recognized as collectible receivables for financial reporting purposes, but the legal obligation to pay the debts still remains."

Due to the fact that the statute of limitations on most receivables is three years, I have compiled a list of balances that have had no activity in the last three years. According to the Policy and Procedures, Section 4, of the North Carolina Community College Accounting Procedures Manual, these balances may be written off once approval has been obtained from the college's Board of Trustees. These amounts will be written off as a receivable for financial statement purposes, but will continue to be on the Debt Setoff list for the Department of Revenue to continue collection attempts through their State Income Tax Refunds and Williams & Fudge Collection Agency.

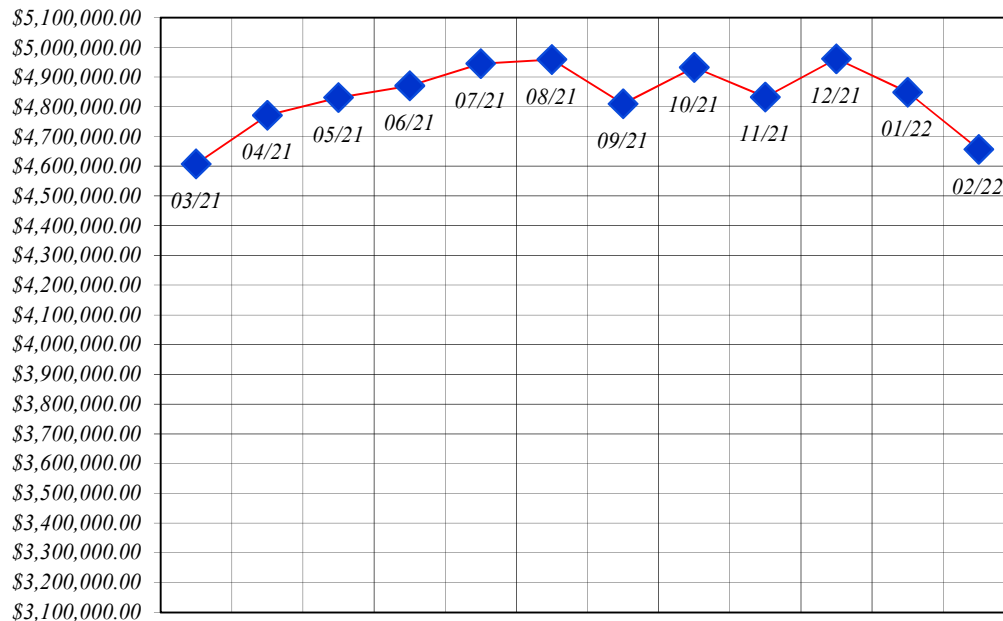
There were 12 students owing a total of \$6,534.48 for tuition, fees, and books. Collections efforts for the all accounts are as follows; Past due letters were sent to each individual at 30, 60, and 90 days past due. If no payment efforts were made during that time the debt was turned into the North Carolina Department of Revenue and Williams and Fudge Collection Agency. No collections have been made in the past three years. Collections efforts continue after write-off.

Montgomery Community College Foundation

Funds Statement FY 2021-2022

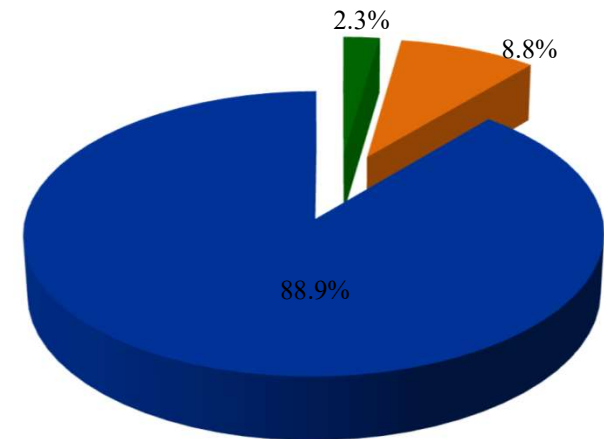
	Fiscal Year To Date 7/1/2021 thru 6/30/2022				Month of February 2022			
	Wells Fargo	STIF	First Bank	Total	Wells Fargo	STIF	First Bank	Total
Beginning Value	\$4,316,061.52	\$465,826.84	\$88,821.61	\$4,870,709.97	\$4,241,427.41	\$379,593.14	\$228,018.51	\$4,849,039.06
Receipts								
Interest/Dividends	\$43,755.47	\$343.39	\$15.59	\$44,114.45	\$3,424.22	\$49.71	\$1.81	\$3,475.74
Deposits	\$31,275.00	\$136,370.19	\$219,591.21	\$387,236.40	\$14,035.00	\$107,058.20	2,255.00	\$123,348.20
Total Receipts	\$75,030.47	\$136,713.58	\$219,606.80	\$431,350.85	\$17,459.22	\$107,107.91	\$2,256.81	\$126,823.94
Disbursements								
Fees/Withdrawals	\$84,738.59	\$193,582.81	\$200,136.29	\$478,457.69	\$2,966.65	\$77,743.44	\$121,983.20	\$202,693.29
Total Disbursements	\$84,738.59	\$193,582.81	\$200,136.29	\$478,457.69	\$2,966.65	\$77,743.44	\$121,983.20	\$202,693.29
Market Value Net Change	(\$167,059.38)	\$0.00	\$0.00	(\$167,059.38)	(\$116,625.96)	\$0.00	\$0.00	(\$116,625.96)
Ending Value	\$4,139,294.02	\$408,957.61	\$108,292.12	\$4,656,543.75	\$4,139,294.02	\$408,957.61	\$108,292.12	\$4,656,543.75
Net Change	(\$176,767.50)	(\$56,869.23)	\$19,470.51	(\$214,166.22)	(\$102,133.39)	\$29,364.47	(\$119,726.39)	(\$192,495.31)

Foundation Funds Value



March 2021 - February 2022

Foundation Funds Distribution



■ First Bank ■ STIF ■ Wells Fargo

Grants Applied or in Process 2022					
NC State University	North Carolina Agricultural Education Student Beekeeping Grant	Grant funding is available in each North Carolina County for FFA Chapters serving high school students to create and continue beekeeping programs.	3 Year	\$1,500	Submitted April 7, 2022
National Rifle Association (2)	Gunsmithing Merit Scholarships (NRA- W) Gunsmithing Merit Scholarships (NRA - E)	Merit Scholarships Merit Scholarships	1 year	\$8,000	Submitted November, 2021 (March 2022 award letter from NRA- W received)
Grants Awarded 2021 - 2022					
National Rifle Association (2)	Gunsmithing Merit Scholarships (NRA- W) Gunsmithing Merit Scholarships (NRA - E)	Merit Scholarships Merit Scholarships	1 year	\$8,000	Submitted November, 2020 Received \$4,000 from NRA W 8-2021 Received \$4,000 from NRA E 9-2021
Montgomery Fund	Nurse Aide Certification Financial Assistance	Funding will be used to assist those with financial need to help cover the cost of the Nurse Aide certification testing.	1 year	\$3,000	Submitted April, 2021 Received June, 2021
People Helping People (REMC)	Success Studio	The fund will be used to purchase equipment to create a Success Studio for patrons to come into the library when they need a virtual space for job interviewing or creating a video profile of themselves during a job search.	1 year	\$2,000	Submitted May, 2021 Received July, 2021

Montgomery Community College Facilities and Construction Update April 2022

Construction

- **Blair Hall (100) Renovation, HVAC and Roof Replacement**

1st phase for roof replacement – The roofing project has been completed.

2nd phase (building renovations and HVAC upgrades) Most of the renovations have been completed. All restrooms have been completed pending final inspection by architect and administration (MCC). The project did not pass the first state inspection. Contractors are working on correcting issues noted during inspection.

- Budget: (NC Bond) \$3,895,000 (Golden Leaf) \$150,000
- Disbursed to Date: (NC Bond) \$3,519,249 (Golden Leaf) \$150,000

- **Greenhouse Project**

Training on the operation of the equipment and controls will take place on April 14, 2022. New equipment for the hoop house has arrived. The contractor will resume work to complete the installation of the equipment.

- Budget: (Golden Leaf) \$375,000 (County Agricultural Expansion) \$132,000
- Disbursed to Date: (Golden Leaf) \$311,009.47 (County Agricultural Expansion) \$111,937.50

- **Metal Finishing Room (Gunsmithing)**

A new HVAC system has been installed. The concrete floors have been polished.



Figure 1 Crane setting new HVAC unit



Figure 2 Concrete floor polished and floor drain painted

Facilities

- **Lighting**
Maintenance has been replacing existing fluorescent can light fixtures in Capel Hall with new LED can fixtures.

- **HVAC**
HVAC equipment is being serviced in preparation for warmer weather.

- **Floors**
During Spring Break, the maintenance department worked on waxing and buffing floors throughout Capel and Blair Halls.

Personnel Appointment

Name of Person	Stephanie Weishner
Position	Department Chair, Computer Information Technology
Position Category	Faculty
Salary	\$61,500
Date of Employment	03/01/2022
Budget Information	11_220_97_513000_22232

Position Description

Faculty will have the credentials (education and/or competencies) in their respective program of study in accordance with the SACSCOC Faculty Credentials Guidelines, updated for Revised Principles: April 2018, or extensive professional experience related to their teaching discipline. (SACSCOC Faculty Credentials Guidelines is located at <http://sacscoc.org/org/pdf/081705/faculty%20credentials.pdf>)

Education and Certifications

School/Certification	Years Attended	Degree
Robert Morris University	2002- 2004	Masters of Science- Internet Information Systems
Robert Morris University	1996-2000	Bachelors of Science – Networking and Micro Computers

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery Community College	06/2020 – 03/2022	Dean of IT & Learning Resources
CFRA, LLC	09/2006 – 06/2020	IT Specialist
Micros Systems, Inc	01/2004 – 08/2006	Implementation Specialist

Hiring Committee

Person	Position
N/A	N/A

Personnel Appointment

Name of Person	Michelle Grit
Position	Dean of Student Services
Position Category	Staff- Level 2
Salary	\$65,000
Date of Employment	03/01/2022
Budget Information	11_510_97_511300_50100

Position Description

The Dean of Student Services/Registrar is expected to be thoroughly familiar with all policies and procedures that govern the Student Services Division and with its many programs and services. Additionally, this position carries with it the responsibility of ensuring that all student support services are offered in a manner that is in compliance with local, state, and federal regulations and guidelines. The Dean is also responsible for making certain that the division's objectives are related to the college's goals and that these objectives ensure student success and goal completion and that all student support services offered are of the highest quality.

Education and Certifications

School/Certification	Years Attended	Degree
Appalachian State University	2001 – 2003	Master of Arts – Marriage & Family Therapy
Licensed Marriage & Family Therapist	2000- Present	License #1143

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery Community College	11/2021 – Present	Interim Dean of Student Services
OASIS Inc	03/2018 – 10/2021	Executive Director/Associate Director / Director of Client Services
Avery County Schools	10/2008 – 02/2018	Counselor/Program Coordinator

Hiring Committee

Person	Position
Lee Proctor	Vice President of Instruction and Student Services
Amy Friary	Dean Health and Human Services
Genee Greene	Director of NC Works
Doni Hatchell	Director of Financial Aid
Ashleigh Thompson	Data Entry Clerk, Student Services

Personnel Appointment

Name of Person	Cody Starling
Position	Dean of Information Technology
Position Category	Staff - Level 2
Salary	TBD
Date of Employment	03/01/2022
Budget Information	11_140_97_511300_80100

Position Description

The Dean of Technology and Learning Resources should have a broad knowledge of networking, printing, server computer hardware and software including operating systems, installation, system security, configuration, and troubleshooting. The Dean of Information Technology shall be responsible for oversight and maintenance of various technology infrastructure and support systems for the college.

Education and Certifications

School/Certification	Years Attended	Degree
Stanly Community College	2018-2021	Associates in Applied Science in Information Technology Network Management

Professional Participation/Honors

2021	Cisco Technologies Certificate
2021	Cisco Network Management Certificate
2021	Microsoft Technologies
2021	Microsoft Network Management
2017	General Instructor Training

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery Community College	08/2021 – 03/01/2022	Information Systems Administrator
Montgomery Community College	2017-08/2021	General Public Safety Instructor
Albemarle Correctional Institution	2012 – 08/2021	Correctional Officer
Comdyn Group	2020-08/2021	IT Coop

Hiring Committee

Person	Position
N/A	N/A

Personnel Appointment

Name of Person	Gregory Taylor
Position	Director of Health & Public Safety
Position Category	Staff – Level 3
Salary	\$55,320.00
Date of Employment	03/01/2022
Budget Information	11_422_97_511300_30100 (50%)/11_311_97_511300_33051 (50%)

Position Description

The Director of Director of Health and Public Safety Programs is responsible for the development and delivery of Continuing Education programs that: 1) train students to enter careers in healthcare and/or 2) provide state mandated training opportunities for members of fire, law, and emergency service agencies. The position is responsible for ensuring compliance with State Board of Community Colleges code and for ensuring all reporting and operational mandates are met without exception.

Education and Certifications

School/Certification	Years Attended	Degree
University of Central Florida	2016-2019	Masters of Arts, Career Technical Education
Kaplan University	2003 – 2005	Bachelor of Science, Criminal Justice

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery Community College	July 2021 – Present	Director of Institutional Effectiveness
Richmond County Schools	February 2020 – July 2021	Curriculum and Instructional Management Coordinator
Pinellas Technical College- Clearwater	November 2018 – January 2020	Curriculum/Accreditation Specialist

Hiring Committee

Person	Position
Andrew Gardner	Dean of Continuing Education
Robyn McArdle	EMS Program Coordinator
Amy Friary	Dean of Health & Human Services
Tamika Jones	Registrar
Tracey Wyrick	Dean of Career and Technical Programs

Personnel Appointment

Name of Person	Sandra Clyburn
Position	Assistant to the President
Position Category	Staff -Level 4
Salary	\$34,860.00
Date of Employment	3-28-22
Budget Information	11_110_97_515000_10100

Position Description

The focus of this position revolves around the Board of Trustees and Foundation Board of Directors, minutes of Cabinet, staff, and both board meetings; general administrative and clerical duties. This position will operate within the confines of the above parameters and will handle anticipated problems of a routine nature. Unanticipated problems are discussed with the President. Person will use tact and good judgement in daily communication with board members, high ranking officials, and the general public. General knowledge of the Board Policies and Bylaws and the Operational Manual is required. Recurring work is not reviewed. Person must be able to work late or early when requested to do so for board and foundation meetings and functions. This requires the person to be subject to working overtime, occasionally with as little as a day's notice when his/her services are needed. Instruction, guidelines, and policy are readily available.

Education and Certifications

School/Certification	Years Attended	Degree
Montgomery Community College	2015-2017	Associate in Applied Science – Human Service Technology

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery County Social Services	01/2021 – 03/2022	Child Support Agent/Processing Assistant
Communities in Schools Montgomery County	01/2019 - 01/2021	Administrative Assistant
Richmond Community Support	09/2017-01/2019	Career Advisor Assistant

Hiring Committee

Person	Position
Chad Bledsoe	President
Teresa Hudson	Assistant to Vice President of Instruction
Korrie Ervin	Director of Resource Development
Touger Vang	Director of Learning Resources/Professional Development Coordinator
Amanda Beaman	Faculty, Phlebotomy & MOA Department Chair

Employee Separation Form

Name of Person	Deanne Brown
Position	Director of Foundational Studies
Position Category	Staff-Level 3
Salary	\$46,125
Date of Employment	11/01/2018
Date of Separation	03/11/2022
Reason	Voluntary Resignation

Position Description:

The Director is responsible for the overall administrative functions of the division, including the Adult High School Diploma, Compensatory Education, ESL, High School Equivalency Test Preparation, and Developmental Studies programs and the services provided by the College. On a day-to-day basis, the Director is a facilitator for the overall operation. The Director is a source of information and advocate for all of the programs, activities, and services of the division. On a broader scope, the Director has primacy of responsibility for finding and/or establishing priorities, including but not limited to, equipment acquisition, allocation of material and supply funds, travel, program publicity and recruitment, and contact with schools and other external agencies.

Notes:

Employee Separation Form

Name of Person	Donald Patterson
Position	Instructor, Arts & Sciences (Chemistry)
Position Category	Faculty (Full-Time)
Salary	\$46,125
Date of Employment	7/30/2019
Date of Separation	03/10/22
Reason	Unavailability to Work

Position Description:

The instructor will create an effective learning environment keeping current with information and skills in the respective teaching field. Also, assisting in the recruitment, orientation, registration, retention, academic advising, placement, and follow-up of students will be a key role of the instructor. Other duties include: maintaining current course syllabi, accurate records, textbook selection, equipment, and supplies.

Notes:

Board Report Instruction and Student Services April 13, 2022

Instruction

The NCCCS Curriculum Auditors are currently on campus conducting the two-year review of academic programs. Work continues on the SACSCOC Compliance report with training on the reporting program that will be used for the final report. Faculty and staff attended the annual joint instructional and student services administrators' conference. It was great to see colleagues from across the state face-to-face for the first time in two years.

Health and Human Services

Spring Phlebotomy students are scheduled to complete certification exam testing on May 3, 2022, at MCC. All students are currently attending clinical rotations and doing well.

Career and Technical Education

The Sustainable Agriculture field trip to North Carolina Department of Agriculture and Consumer Services Sandhills Research Station was a success. Students had the opportunity to tour the facility and see the research being conducted. Work continues on the greenhouse project with the addition of a storage building and system training planned for April 14, 2022. Two masonry students will be competing in the Skills USA competition in Greensboro on April 27, 2022. One student will be competing on the high school level and one on the college level

Arts and Sciences

Advisors are currently meeting with students to complete registration for Summer and Fall terms and to review their MCC degree plans and their transfer plans. The Information Systems program is currently reviewing the changes in the Program Standards to update the College's program.

Early College

The Early College has extended invitations to sixty-nine eighth graders to join the program next fall. There were 141 applicants this year for the program.

Quality Enhancement Project

Topic selection feedback from open-ended surveys (faculty input during Quality Trails, responses from student emails, responses from paper surveys during classroom visits, and results from surveys placed in online Blackboard courses) as well as survey results from the Winterfest event have been received. The results have been reviewed and discussed by the QEP Topic Selection Committee and the results indicate that "Onboarding" is receiving the most interest. The QEP Topic Selection Committee is currently working on developing a QEP page for the MCC website, writing goals/objectives, developing a tagline and slogan, conducting research, and developing future marketing ideas.

The QEP committee would like additional feedback from the Board of Trustees as they work on narrowing the focus of the project. If you could please take a few minutes and complete the survey at:

<https://forms.gle/nAuZjK4AdgRbNTcXA>

Student Services

Admissions and Retention

The recruitment staff continue to be involved in community events and have a full slate of festivals and events to attend this summer. Faculty have been utilizing Aviso and providing feedback for Success Coaches so that they can help students. Admissions office staff are following up on Nursing and Gunsmithing applicants to fill remaining slots for those programs. Staff along with Career and College Ready faculty continue to offer TEAS prep courses to help applicants prepare for the TEAS Test.

Winterfest was a great success as students and employees enjoyed a day in the sun together. The staff again would like to thank Dr. Bledsoe for being such a good sport. The Polar Volleyball has continued to spark completion with a rematch challenge that saw the Mystery Men come out on top again! More staff outings are planned for the future.

Counseling

The counseling staff along with first-year program faculty will be providing test-taking workshops for the BLET students as they prepare for the state exam.

Records and Registration

Plans for graduation on May 11, 2022, at the MCS Auditorium continue. Currently there are 156 duplicate applications. Student Services staff are reviewing the applications and communicating with students and advisors. The staff have provided lists of potential graduates to advisors using the Finish First program which evaluates student program completion and identifies student status. Registration for Summer and Fall terms are currently open and students are receiving weekly reminders about the process.

Financial Aid

Spring financial aid checks were distributed at the end of March and the staff continues to monitor withdrawals and drops as they occur. The staff has attended the VA Financial Aid Conference this month as well as additional trainings for new staff.

Continuing Education

Business & Industry Services

The College hosted the quarterly HR Managers meeting. Josh Barnes with First Health Occupational Health Services presented on various healthcare programs and services available to employers. Several Rotarians joined the meeting as well to network with local HR professionals. Leadership Montgomery and Youth Leadership Montgomery joined together for agriculture day. Montgomery County Commissioners Dana Dawson, Kay Robinson, and members of Carolina Farm Credit traveled with the groups to connect with emerging leaders and learn about agriculture in Montgomery County. Stops included Sandhills Research Station, Perdue Feed Mill, Biscoe Solar Farm & Sun Raised Sheep, and Shelter Mountain Farm.

College and Career Readiness (CCR)

New instructor Gwen Pope was accepted into the CORE certification training program. This credential prepares instructors to provide quality adult education in Basic Skills programs. It consists of seven courses, which train participants in research and evidence-based methodologies as well as learning philosophies, and the framework, which support them.

Health & Public Safety

Fire Training staff facilitated a live burn-training event in Biscoe on March 8, 2022. Fifty firefighters participated in the training exercise.

Heritage Crafts

Sydney Williams joined the SAPA (Seagrove Area Potters Association) board. Sydney's board presence will further enhance Montgomery Community College's partnership with the pottery industry.

NCWorks

NCWorks hosted the annual Golden Opportunities Job Fair on March 17, 2022. Approximately 60 individuals attended the event, including Montgomery County Early College and Montgomery Central High School seniors. Seventeen employers dedicated time to job seekers and were able to network throughout the event.

Small Business Center (SBC)

Emily Tucker, SBC Director, will be on location beginning April 21, 2022, at Mount Gilead Public Library, then every third Thursday. Plans are to set-up similar times around Montgomery County to become more accessible to the community.

Board Report - Marketing Update – April, 2022 Meeting

Foundational Initiatives (new tools and resources needed for success)

- Skilled Trades Brochure – written, in editing mode
- Annual Report writing begins
- Fall enrollment campaign ideas taking shape
- Scoping out Fall Tabloid



Promotional Activities (events and advertising purchased)

Carthage Buggy Festival Ad

Press Releases and Stories (sent to media, posted online)

- New Public Safety Leadership (Greg Taylor)
- Winterfest 2022
- MLK “Day On” Event

Press Pickups

- New Public Safety Leadership (Greg Taylor) 3/9
- Winterfest 2022, 3/23



Social Media Statistics (Facebook)

2021-2022	3/23Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
Reactions	New metric		941	1011	567	248	856	864				
Comments/Shares	New metric		187	204	102	161	255	173				
Reached	6,760	6,958	10,312	11,417	6,350	12,948	14,334	14,102				
Engaged	1,568	989	2,252	2,056	2,188	1,827	3,025	3,685				
New Followers	26	34	25	42	14	49	32	30				
Total Followers					3,198	3,249	3,277	3,306				

Student Government Association

SGA ambassador search is on! All interested students with a 3.0 or better GPA are encouraged to apply. Interviews are scheduled for early April.

Operation Stay Motivated still occurring- Mason Coble- won \$50 visa card and MCC swag. Thank you to the Foundation for supporting this program.

**President's Report
April 13, 2022**

Activities since the March Board Meeting

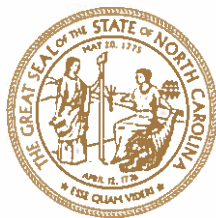
03/10/22	MCC Employee Meeting
03/11/22	NCCCS Executive Steering Committee Meeting
03/11/22	Changes to Presidents' Casual Conversation Meeting
03/14/22	Employee Evaluations
03/15/22	Cabinet Meeting
03/16/22	NCACCP Monthly Meeting
03/17/22	Troy Rotary Meeting
03/18/22	Meeting with MCC donor - Harlan McCaskill
03/22/22	Alumni Meeting
03/24/22	Troy Rotary Meeting
04/05/22	VP Meeting
04/07/22	Diversity Day Extravaganza
04/07/22	Rotary Meeting
04/12/22	Employee Meeting
04/13/22	Board of Trustees Meeting

Upcoming Activities

04/19/22	VP Meeting
04/20/22	NCAACP Monthly Meeting
04/21/22	SBCC Board Meeting
04/26/22	Cabinet Meeting

Board of Trustees Information

<https://www.montgomery.edu/bot>



STATE OF NORTH CAROLINA
OFFICE OF THE GOVERNOR

ROY COOPER
GOVERNOR

March 30, 2022

Mr. Timothy R. McAuley, Sr.
P.O. Box 1108
Mt. Gilead, North Carolina 27306

Dear Tim:

I am pleased to appoint you to serve as a member of the Montgomery Community College Board of Trustees. Pursuant to N.C. Gen. Stat. § 115D-12, your appointment is effective immediately. Your term will expire on June 30, 2024.

Your board or commission is covered by the State Ethics Act. As a result, you must participate in ethics training within six months of your appointment and every two years thereafter, and you will be required to file a Statement of Economic Interest by April 15 of each year.

I am grateful for your willingness to serve the people of North Carolina. Your leadership and commitment to this Commission are key to our efforts to strengthen our communities and improve the quality of life for our people.

Please read the enclosed instructions carefully so that we may complete the appointment process. If you have any questions or need additional information, please contact the Office of Boards and Commissions at (919) 814-2077.

With kind regards, I am

Very truly yours,

A handwritten signature in black ink that reads "Roy Cooper".

Roy Cooper

cc: Dr. Chad A. Bledsoe

TIMOTHY R. MCAULEY, SR.

PO BOX 1108, MOUNT GILEAD, NC 27306

910-975-1946 cell | 910-439-5889 home | Tim.mcauley@onepaperworks.com

Tim R. McAuley, Sr. currently resides in Mount Gilead, North Carolina. As a 1985 graduate of West Montgomery High School, he continued his education in Graphic Arts at Union County Technical School in Scotch Plains, NJ and Bloomfield School of Arts in Bloomfield, NJ. From 1986-1994, he worked at Twill Incorporated in Union, NJ as a Pressman Operator. Since 1994, Mr. McAuley has been employed by Paperworks Industrial in Mount Gilead, NC, where he has held several positions, including Sheeter Operator, Warehouse Supervisor, and currently as Production Supervisor/Scheduler. Mr. McAuley is deeply engaged in the Mount Gilead community. He is a Mount Gilead Town Commissioner (2006-present), the Mount Gilead Mayor Pro Tem (2014-present), the Highland Community Center President (2012-present), and a Mount Gilead Development Corporation member (2016-present). Mr. McAuley previously served four years on the Mount Gilead Planning Board.



Blaze Your Trail

Board of Trustees Calendar of Events

2022

April 13, 2022	6:00 p.m.	Committee/Board Meeting
May 3, 2022	6:00 p.m.	BLET Graduation
May 10, 2022	4:00 p.m.	Nurse Pinning Ceremony
May 11, 2022	11:30 a.m.	Foundation Board Meeting
May 11, 2022	5:30 p.m.	Board Meeting
May 11, 2022	7:00 p.m.	Graduation
June 8, 2022	6:00 p.m.	Committee/Board Meeting
July, 2022		No Board Meeting
August 6, 2022	8:00 a.m.	Board Retreat/Meeting
September 14, 2022	5:30 p.m.	Committee/Board Meeting
October 12, 2022	5:30 p.m.	Committee/Board Meeting
November 8, 2022	5:30 p.m.	Committee/Board Meeting
December 9, 2022	6:00 p.m.	Board Christmas Dinner