Board of Trustees Monthly Meeting Minutes

Wednesday, April 8, 2026

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC 27371

1. Call to Order - Gordon Knowles, Chair

The regular meeting of the Montgomery Community College Board of Trustees took place on Wednesday, April 8, 2026, in the Claudia Blair Bulthuis boardroom.

The meeting was called to order at 6:30 PM by Mr. Gordon Knowles, Chair.

Mr. Knowles reflected on the recent board retreat and thanked the Trustees who attended. He also spoke highly of the guest speaker, Dr. Bob Shackleford for an engaging presentation and indicated a desire to have him present again at a future meeting for those who were unable to attend the retreat.

Board Members Present:

Gordon Knowles, Chair; Robert Harris, Vice-Chair; Tim McAuley, Secretary; Brooke Cranford, Dr. Katie Dunlap, Kerry Hensley, Craig Jones, Dr. Philip Jones, Dr. Tawanda Matthews, Mike Mills, Dr. Robert Nelson, and Ricky Merida-Nieves, SGA President

Board Members Absent:

Claudia Bulthuis

Guests Present:

Dr. Chad Bledsoe, President; Dr. Natalie Winfree, Vice-President of Instruction and Student Services; Hunter Smith, Dean of Institutional Effectiveness and Advancement; Korrie Ervin, Special Projects Coordinator/Grants Writer; Josh Thaxton, Systems Technician; Dr. Amy Frieary, Dean of Arts and Sciences; Shelley Parnell, Medical Office Administration Instructor; and Rene Perryman, Executive Assistant to the President/Recording Secretary to the Board of Trustees

2. Welcome and Announcements - Gordon Knowles

Mr. Knowles welcomed all in attendance and called upon Dr. Bledsoe to introduce guests.

Dr. Bledsoe introduced the guest speaker for the evening, Shelley Parnell, Medical Office Administration Instructor; and Amy Frieary, Dean of Arts and Sciences.

3. Approval of Agenda- (Action) - Gordon Knowles

Mr. Knowles called for a motion to approve the April 8, 2026, board meeting agenda.

Moved by: Dr. Katie Dunlap; seconded by: Michael Mills

Motion carried.

4. Board of Ethics Reminder - Gordon Knowles

Mr. Knowles read the ethics statement, reminding board members 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.

No conflicts of interest were declared.

5. Board Presentation - Shelley Parnell, Medical Office Administration Instructor

Ms. Parnell presented an overview of the Medical Office Administration program. The program prepares students for administrative careers in healthcare settings, with an emphasis on operational efficiency, compliance, and patient service. It serves traditional and nontraditional students by providing an affordable, flexible pathway into healthcare careers.

Ms. Parnell highlighted key areas of instruction, and current enrollment ranges of 17-25 students per term. Ms. Parnell shared future priorities including promoting the associate in applied science pathway, increasing program visibility, maintaining alignment with healthcare employers, as well as leveraging existing instructional resources.

6. Approval of Board and Committee Minutes (Action) - Gordon Knowles

Mr. Knowles called for a motion to approve the February 11, 2026, Board and Committee meeting minutes. Dr. Robert Nelson requested a change to the February 11, 2026, Finance and Facilities Committee Meeting minutes, requesting that the minutes reflect the reasoning behind the employee bonus being split equally among employees.

Moved by: Dr. Robert Nelson; seconded by: Dr. Katie Dunlap

Motion carried.

6.1 Board of Trustees Meeting Minutes - February 11, 2026

Board of Trustees Meeting - Feb 11 2026 - Minutes - Html

6.2 Finance and Facilities Committee Meeting Minutes - February 11, 2026

Finance and Facilities Committee Meeting - Feb 11 2026 - Minutes - Html

6.3 Curriculum and Student Services Committee Meeting Minutes - February 11, 2026

Curriculum and Student Services Committee Meeting - Feb 11 2026 - Minutes - Html

6.4 Legislative and Institutional Status Committee Meeting Minutes - February 11, 2026

Legislative and Institutional Status Committee Meeting - Feb 11 2026 - Minutes - Html

7. Finance and Facilities Committee - Robert Harris

7.1 **3-1 Chiller Replacement Capel Hall (Action) - Jeanette McBride**

Mr. Harris made a motion to approve the 3-1 Chiller Replacement for Capel Hall.

Moved by: Robert Harris; seconded by: Motion from committee. No second required.

Motion carried.

7.2 **Health Services Lab Bid Acceptance (Action) - Jeanette McBride**

Mr. Harris made a motion to approve the Health Services Lab Bid as presented.

Moved by: Robert Harris; seconded by: Motion from committee. No second required.

Motion carried.

7.3 **2026 Write Offs (Action) - Jeanette McBride**

Mr. Harris made a motion to approve the 2026 Write Offs.

Moved by: Robert Harris; seconded by: Motion from committee. No second required.

Motion carried.

8. Personnel Committee - Kerry Hensley

8.1 **New Position - Vice President of Finance/Auxiliary Services (Action) - Dr. Bledsoe**

8.2 **New Position - Administrative Assistant & Clinical Coordinator Health Sciences (Action) - Dr. Bledsoe**

Kerry Hensley made a motion to approve the two new positions of Vice President of Finance/Auxiliary Services; and Administrative Assistant/Clinical Coordinator.

Moved by: Kerry Hensley; seconded by: Motion from committee. No second required.

Motion carried.

9. Curriculum and Student Services Committee - Dr. Katie Dunlap

9.1 **New Program Application - Automotive Systems Technology (Action) - Dr. Winfree**

Dr. Dunlap made a motion to approve the Automotive Systems Technology Program as presented.

Moved by: Dr. Katie Dunlap; seconded by: Motion from committee. No second required.

Motion carried.

9.2 **Transition of BLET Program (Action) - Dr. Winfree**

Dr. Dunlap made a motion to approve the transition of the BLET program as presented.

Moved by: Dr. Katie Dunlap; seconded by: Motion from committee. No second required.

Motion carried.

10. Legislative and Institutional Status Committee - Dr. Tawanda Matthews

No Report.

11. Executive Leadership Reports - Dr. Chad Bledsoe

11.1 **Monthly Financial Report February 2026 - Jeanette McBride**

Dr. Bledsoe presented the college financial reports for the month ending February 28, 2026.

State expenditures totaled $6,725,659, or 55.9% of budget. County funds spending as of February 28, 2026 was $641,805, or 59.4% of budget. This is in line with normal spending for this time of the year. The amount available in the Local Funds Available for Capital Expenditures from the County Capital/Maintenance fund is $526,277. A total of $145,909 was spent on roof repairs, parking lot repair & striping, HVAC repair, heat pump, plumbing repairs, network cabling, speakers, and an air compressor.

The negative balances in the Institutional funds are due to timing of reimbursements. The Plant Operations & Maintenance negative balance is due to pending reimbursements from the county for capital/maintenance expenses.

The balance in the STIF (State Treasurers Investment Fund) is $229,128.

11.2 **Foundation Director's Report - Hunter Smith**

Hunter Smith presented the Foundation Directors Report for the month ending February 28, 2026. The fund balance for all three accounts was $6,156,476.77. This reflects a market change increase of $84,133.92.

The 2026 donations as of February 28, 2026, were $105,001.19.

Mr. Smith reminded board members of the upcoming Earle Connelly Memorial Golf Tournament on April 10, 2026, at Denson's Creek Golf Course.

11.3 **Marketing and Public Relations Report - Hunter Smith**

Mr. Smith shared the Marketing and Public Relations Report and shared the most current press releases, foundation initiatives, as well as the most current social media statistics. Mr. Smith addressed a question from the last meeting regarding billboards and how the exposure is assessed. The company who owns the billboard tracks the number of vehicles passing by and sends that information to the college.

11.4 **Grants Update - Korrie Ervin**

Korrie Ervin shared the Grants Update, which included the grants that were recently awarded, as well as the applications that are still in process.

11.5 **Personnel Updates - Dr. Chad Bledsoe**

Dr. Bledsoe informed board members of recent personnel changes, including the resignation of a dental instructor.

11.6 **2026-27 Employee Contract Renewals and Non-Renewals - Dr. Bledsoe**

Dr. Bledsoe shared the 2026-27 Employee Contract Renewals and Non-Renewals for both faculty and staff.

11.7 **Facilities and Construction Update - Dr. Chad Bledsoe**

Dr. Bledsoe updated board members on the Health Services Lab renovation, the Firing Range upgrades, and the Apiary improvements.

11.8 **Instruction and Student Services Report - Dr. Natalie Winfree**

Dr. Winfree shared the Instruction and Student Services Report, which included recent events on campus as well as upcoming events. Dr. Winfree announced that there are 237 students planning to walk during graduation, which is our largest ever number of students participating in graduation. Dr. Winfree announced the 2026-27 Student Ambassadors. Ricky Merida Nieves assisted Dr. Winfree in answering questions regarding the selection of the SGA President. The five students selected as student ambassadors are interviewed, and a committee selects the SGA President based on the that interview, as well as the students leadership qualities. Dr. Winfree also answered questions about the SCI Graduation at the prison and the rules to attend. Questions were answered about the Childcare Academy and the number of classes that were scheduled and how many students in each class. Upon graduation these students will be certified to work in a licensed daycare.

12. SGA Report - Ricky Merida Nieves, SGA President

12.1 **Student Government Association Report - Ricky Merida Nieves**

Ricky Merida Nieves shared the Student Government Association Report. This report included events the SGA participated in recently and events that they plan to participate in soon.

The SGA will help during the Golf Tournament on Friday. Mr. Merida Nieves mentioned the Polar Volleyball Tournament and Spring Fling celebration.

13. President's Report - Dr. Bledsoe

13.1 **President's Report - Dr. Bledsoe**

Dr. Bledsoe shared the events that he has participated in since the last board meeting as well as events he plans to attend in the near future.

Dr. Bledsoe addressed a question raised earlier in the meeting regarding the ratio of faculty vs staff. In response to the question, he reported that full-time expenditures on salaries were distributed at 56% for staff, and 44% for faculty. This number corresponds to the number of staff and faculty, respectively.

13.2 MCC Property Survey - Dr. Bledsoe

Dr. Bledsoe informed Board members that South Point Surveying PLLC has been selected

to perform a survey of the college.

13.3 **2026 Safety Inspection - Dr. Bledsoe**

Dr. Bledsoe presented the 2026 Safety Inspection and thanked the maintenance department for their role in maintaining campus facilities.

14. Chairman's Report - Mr. Knowles

14.1 **Calendar of Events - Mr. Knowles**

Mr. Knowles reminded Trustees to refer to the Calendar of Events for upcoming events.

14.2 Closed Session - Presidential Evaluation (Action) - Mr. Knowles

(Pursuant to North Carolina General Statue section 143-318.11 (a) (1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statue section 115D-27.)

Mr. Knowles called for a motion to go into closed session at 7:25 PM to discuss Dr. Bledsoe's evaluation.

Moved by: Robert Harris; seconded by: Kerry Hensley

Motion carried.

14.3 Open Session (Action) - Mr. Knowles

Mr. Knowles called for a motion to return to open session at 8:22 PM.

Moved by: Dr. Philip Jones; seconded by: Michael Mills

Motion carried.

14.4 Report on Closed Session - Mr. Knowles

Mr. Knowles reported that during closed session, the board reviewed Dr. Bledsoe's annual performance evaluation. Following discussion, Dr. Bledsoe, alone, was invited into the boardroom and the results were shared with him. Board members discussed Dr. Bledsoe's outcomes from the previous year, his goals for next year, and thanked him for his work in service of the college. As a result of the evaluation, a letter has been prepared for submission to the North Carolina Community College System noting Dr. Bledsoe's evaluation has been completed, as required.

15. Adjourn - (Action) - Mr. Knowles

Mr. Knowles called for a motion to adjourn at 8:24 PM.

Moved by: Kerry Hensley; seconded by: Dr. Katie Dunlap

Motion carried.

Chairman