



Board of Trustees Annual Retreat and August Meeting Minutes

Saturday, August 10, 2024

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC 27371

- 1. Breakfast (8:00 AM) Room# 273**
- 2. Call to Order - Claudia Bulthuis, Chair (8:30 AM)**

The Annual Retreat and August meeting of the Board of Trustees of Montgomery Community College Board was held on Saturday, August 10, 2024, in room 273 of Capel Hall. The meeting was called to order at 8:31 AM by Claudia Bulthuis, Chair. The meeting was held as a committee of the whole.

Board Members Present: Claudia Bulthuis, Gordon Knowles, Bill Price, Gelynda Capel, Dr. Katie Dunlap, Susan Eggleston, Robert Harris, Kerry Hensley, Dr. Philip Jones, Dr. Tawanda Matthews, Timothy McAuley, Sr., and Mike Mills.

Others Present: Dr. Chad Bledsoe, President; Jeanette McBride, Senior Vice-President of Administrative Services; 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; Kelly Morgan, Director of Marketing, Communications and Public Relations; Susanna Kornegay, Director of Resource Development; Josh Thaxton, Systems Technician, Mr. Matthews, and Rene Perryman, Assistant to the President and Recording Secretary to the Board of Trustees.

3. Welcome and Announcements - Claudia Bulthuis

Mrs. Bulthuis welcomed all in attendance and shared announcements.

4. Oath of Office - Claudia Bulthuis

[Dr. Tawanda L. Matthews](#) 

[Timothy R. McAuley, Sr.](#) 

[Michael R. Mills](#) 

Dr. Matthews, Mr. McAuley and Mr. Mills took their oath of office as appointed members of the Board of Trustees.

5. Prayer - Claudia Bulthuis

Mrs. Bulthuis opened the meeting with prayer.

6. Election of Officers - (Action) - Claudia Bulthuis

A motion was made to elect the following as officers for 2024-25. Chair - Gordon Knowles; Vice-Chair - Robert Harris; Secretary - Bill Price.

Moved by: Dr. Katie Dunlap

Seconded by: Susan Eggleston

Motion carried.

7. Approval of Agenda- (Action) - Board Chair

Mr. Gordon Knowles, Chair called for a motion to approve the agenda.

Moved by: Bill Price

Seconded by: Kerry Hensley

Motion carried.

8. [Board of Ethics Reminder](#) -Board Chair

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.

Mr. Knowles read the ethics statement above, reminding 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.

Mr. Knowles stated that one member had a conflict of interest regarding one of the items on the agenda and would be asked to leave the meeting at the appropriate time.

No other conflicts of interest were declared.

9. Approval of Board and Committee Minutes - (Action) - Board Chair

Mr. Knowles called for a motion to approve the June 12, 2024, Board and Committee minutes.

Moved by: Susan Eggleston

Seconded by: Kerry Hensley

Motion carried.

9.1 Board of Trustees Meeting Minutes, June 12, 2024

[Board of Trustees Meeting - Jun 12 2024 - Minutes - Html](#) 

9.2 Personnel Committee Meeting Minutes, June 12, 2024

[Personnel Committee Meeting - Jun 12 2024 - Minutes - Html](#)



9.3 Curriculum and Student Services Committee Minutes, June 12, 2024

[Curriculum and Student Services Committee Meeting - Jun 12 2024 - Minutes - Html](#) 

10. Finance and Facilities Committee

No Meeting

11. Personnel Committee

No Meeting

12. Curriculum and Student Services Committee

No Meeting

13. Legislative and Institutional Status Committee

No Meeting

14. Executive Leadership Reports - Dr. Chad Bledsoe

14.1 [Monthly Financial Reports - Jeanette McBride](#) 

Jeanette McBride, Senior Vice-President of Administrative Services presented the college's Financial Reports for June 2024. Mrs. McBride noted the ending balance of \$774,858 on June 30, 2024. Of this amount, \$703,221 will carry forward to the 2024-2025 fiscal year. The county operating expenditures totaled \$958,500 or 100% of budget. The 5% increase will be received from the County. The STIF (State Treasurers Investment Fund) balance is \$212,664. The Institutional Fund balance is \$1,117.732.

14.2 [Foundation Report - Susanna Kornegay](#) 

Susanna Kornegay, Director of Resource Development presented the Foundation Report. Items included the total fund balance for the month ending June 30, 2024, being \$5,028,015.80. The Annual Fall Fundraiser, "Go for Gold" will be held on September 27, 2024, at the Garner Center starting at 6:00 PM. Ms. Kornegay requested silent auction items and thanked board members for selling tickets to the event.

14.3 [Grants Update - Korrie Ervin](#) 

Korrie Ervin, presented an update on current grant applications and approvals.

14.4 [Facilities and Construction Update - Dr Bledsoe](#) 

Dr. Bledsoe presented a facility update on the construction projects and grounds upkeep including the new business offices, the new furniture inside the hallways, and the signs inside and outside of the college building.

14.5 [Personnel Updates - Dr Bledsoe](#) 

Dr. Bledsoe shared information with the Board regarding new

employee appointments and employee separations.

14.6 [**Instruction and Student Services Report - Dr. Natalie Winfree.pdf**](#) 

Dr. Natalie Winfree presented the Instruction and Student Services Report. She noted that MCC has been designated as a Hispanic Serving Institution, with at least 25% Hispanic students. A partnership with Avanza will increase the outreach of the College and Grant opportunities.

14.7 [**Accountability & Integrity Planning for Workforce Continuing Education**](#)  - Dr. Natalie Winfree

Dr. Winfree presented the Accountability and Integrity Planning for Workforce Continuing Education information to the Board.

14.8 [**July Marketing & Public Relations Report - Kelly Morgan**](#) 

Kelly Morgan presented the Marketing and Public Relations Report to the board including when to expect to see the Fall 2024 Issue of TrailGuide and the 2023-2024 Annual Report. Mrs. Morgan discussed recent press releases and the social media statistics for June and July.

14.9 Policy 3.3.7 Revision - Dr. Bledsoe (First Reading)

Dr. Bledsoe discussed the changes in Policy 3.3.7 and Policy 5.3.4 regarding discrimination and harassment. This is the first reading of the policy changes.

[Policy 03.03.07 Discrimination & Harassment](#) 

14.10 Policy 5.3.4 Revision - Dr. Bledsoe (First Reading)

[Policy 05.03.04-Discrimination & Harassment \(cross ref. 3.3.7\) Procedure 5.3.41,5.3.4.2](#) 

14.11 [**SACSCOC Reaffirmation - Hunter Smith**](#) 

Hunter Smith informed the Board of Trustee members that the SACSCOC has reaffirmed the college's accreditation. There was one recommendation that the College must respond to by April 2025. The next reaffirmation will take

place in 2034 unless otherwise notified.

15. SGA Report

15.1 [Student Government Association Report - Dr. Natalie Winfree](#)

Dr. Natalie Winfree discussed the Student Government Association (SGA) Report with board members including the community outreach and marketing events attended this summer. The College Ambassadors and SGA President have also participated in on-campus leadership training.

16. President's Report - Dr. Chad Bledsoe

16.1 [President's Activities](#)

Dr. Bledsoe shared information about his activities since the previous board meeting, as well as his upcoming events. Dr. Bledsoe discussed the safety concerns on campus. The College hopes to have an SRO (Security Resource Officer) by the end of August 2024.

16.2 Legislative/Budget Update

Dr. Bledsoe discussed the General Assembly is not in session right now. They left without approving an increase to the bi-annual budget.

16.3 MCC Email for Trustees

Dr. Bledsoe reminded Trustees that each Trustee has a college email to use if they choose to do so.

16.4 [Pension Spiking Informational Letter](#)

Dr. Bledsoe shared the Pension Spiking Informational Letter with the Board.

16.5 Retention Bonuses

Dr. Bledsoe discussed retention bonuses with Board members. In August the college will be giving out retention bonuses to employees based on their years of service. This bonus was given to the College by the County of Montgomery.

16.6 Student Compliment (Sasha Eury)

Dr. Bledsoe discussed a lovely email that he received from the daughter of a gentleman who was under the care of Sasha Eury. The email expressed her heartfelt gratitude for the exceptional care her father received.

17. Chairman's Report - Board Chair

Mr. Knowles requested that Board members review the Trustee Contact List and inform Rene Perryman of any changes.

17.1 [Trustee Contact List](#) 

17.2 [Committee Assignments](#) 

17.3 [Calendar of Events](#) 

- September Board Meeting (September 4, 2024) - (Action)

Mr. Knowles asked for a motion to move the September 11, 2024 meeting to September 4, 2024.

Moved by: Claudia Bulthuis

Seconded by: Susan Eggleston


Motion carried.

17.4 Board of Trustees Appointment/Reappointment Letters

Mr. Knowles acknowledged the appointment/reappointment letters for the Trustees who were sworn in earlier in this meeting.

[Michael Mills Appointment Letter from Speaker of House 07.01.2024.pdf](#) 

[Tawanda L. Matthews Re-appointment Letter from Montgomery County 07.01.24](#) 

[Timothy R. McAuley, Sr. Appointment Letter from Senate 07.01.2024](#) 

18. Break - Fun Fact Exercise

Board members filled out the Fun Fact worksheet and tried to guess which fact belonged to which attendee.

19. Strategic Planning - Dr. Bledsoe

19.1 [2020-2025 Strategic Plan Update - Hunter Smith](#)

Hunter Smith, Dean of Institutional Effectiveness and Advancement presented the 2020-2025 Strategic Plan Update to the Board of Trustees.

Mr. Smith reminded Board members of the College's Mission Statement and College Goals.

19.2 [Facility Master Plan Update - Hunter Smith](#)

Mr. Smith presented the Facility Master Plan Update including the new facility and other capital needs.

19.3 Emergency Action Plan Update (Handout) - Hunter Smith

Mr. Smith informed Board members that the Emergency Action Plan and the Business Continuity Plan are available to review.

19.4 Business Continuity Plan Update (Handout) - Hunter Smith

19.5 [One Page Fact Sheet - Hunter Smith](#)

Mr. Smith presented the 2024-25 Fact Sheet to the Board of Trustees. He discussed the increase in enrollment and the number of diplomas that were given has increased.

19.6 [2024 Annual Report](#) - Kelly Morgan

Kelly Morgan presented the 2024 Annual Report to the Board of Trustees. This year's booklet is 52 pages. The Foundation Board asked for the booklet to be more scholarship and donor-focused. They will be mailed to past donors, and legislators and placed in various locations throughout the county. It is also stored online.

20. Board of Trustees Planning - Board Chair

20.1 Board of Trustees Self Evaluation - Review of 2023-24 Evaluation - Hunter Smith

Mr. Smith informed Board members that the Board of Trustee Self Evaluation from last year was helpful and was very

positive. There will not be a Board evaluation this year, as this is an off year.

21. New Business - Board Chair

Mr. Knowles asked Mrs. Claudia Bulthuis to leave the meeting at 11:18 AM. Mr. Knowles called for a motion to rename the MCC Boardroom. The new name would be the "Claudia Blair Bulthuis Boardroom".

Moved by: Tim McAuley Sr.

Seconded by: Susan Eggleston

Motion carried.

Mrs. Bulthuis was asked to re-enter the board meeting at 11:20 AM.

Upon her return, Mr. Knowles reported that the board voted to rename the boardroom. It will be named the "Claudia Blair Bulthuis Boardroom".

22. Adjourn -(Action)- Board Chair

Mr. Knowles called for a motion to adjourn the meeting at 11:22 AM.

Moved by: Kerry Hensley

Seconded by: Bill Price

Motion carried.



Chairman