Board of Trustees Monthly Meeting Minutes

Wednesday, August 12, 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, August 12, 2026, in the Claudia Blair Bulthuis boardroom.

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

Board Members Present:

Gordon Knowles, Board Chair; Robert Harris, Vice-Chair; Tim McAuley, Secretary; Claudia Bulthuis, Brooke Cranford, Dr Katie Dunlap, Kerry Hensley, Craig Jones, Dr. Tawanda Matthews, Dr. Robert Nelson, Andy Speer, Mike Mills (remote 6:34PM), and Michael Butcher, SGA President

Guests Present:

Dr. Chad Bledsoe, President; Jeanette McBride, Senior Vice-President of Administrative Services/CFO; Dr. Natalie Winfree, Vice-President of Instruction and Student Services; Dr. Hunter Smith, Dean of Institutional Effectiveness and Advancement; Josh Thaxton, Systems Technician; Dr. Bob Shackleford, Dr. Philip Jones, Wyatt Cody, Sara Comer, Layla Griffin, Sara Holden, Small Business Center Director; Melody Wright, Executive Director of Allied Health; Jessica Taylor, Dental Hygiene Instructor; Tammy Dunn with the Montgomery Herald, and Rene Perryman, Executive Assistant to the President/Recording Secretary to the Board of Trustees

2. Welcome and Announcements - Gordon Knowles

Mr. Knowles welcomed those in attendance, including former Trustee Dr. Phil Jones; new Trustee Mr. Andy Speer; and Tammy Dunn with the Montgomery Herald.

Mr. Knowles discussed the possibility of changing the Board's meeting format to a committee of the whole in an effort to reduce the length of meetings. He then called upon Dr. Chad Bledsoe to introduce the evening's guests.

Dr. Bledsoe introduced the guest speaker for the evening, Dr. Bob Shackleford.

Dr. Bledsoe introduced the following MCC student ambassadors and shared their programs of

study and plans following graduation:

- Michael Butcher, SGA President
- Layla Griffin
- Sara Comer
- Wyatt Cody

Dr. Bledsoe also introduced the following newly hired employees:

- Sara Holden, Small Business Center Director
- Melody Wright, Executive Director of Allied Health
- Jessica Taylor, Dental Hygiene Instructor

3. Trustee Recognition - Gordon Knowles

Mr. Knowles welcomed former Board of Trustees member, Dr. Philip Jones and thanked him for attending the meeting and for his service as a trustee for 6 years.

Dr. Jones expressed gratitude and was given a piece of pottery made by MCC pottery students as a token of appreciation for his years of service to the College.

Dr. Jones thanked the Board for the recognition and expressed his appreciation for Dr. Bledsoe's leadership and the dedication and hard work of the MCC employees.

4. Oath of Office - New/Reappointed Trustees - Tim McAuley

Andy Speer

Robert Harris

Gordon Knowles

Mr. Knowles asked Tim McAuley, Board Secretary to preside over the administration of the oath of office.

Mr. Speer, Mr. Harris and Mr. Knowles took their oath of office as appointed and reappointed members of the Montgomery Community College Board of Trustees.

5. 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 of interest.

No conflicts of interest were declared.

6. Election of Officers - (Action) - Gordon Knowles

A motion was made to elect the following as officers for 2026-2027:

Chair - Gordon Knowles

Vice Chair - Robert Harris

Secretary - Tim McAuley

Moved by: Claudia Bulthuis; seconded by: Kerry Hensley

The motion carried.

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

Mr. Knowles called for a motion to approve the August 12, 2026 agenda.

Moved by: Robert Harris; seconded by: Kerry Hensley

The motion carried.

8. Board Presentation - Leadership & Mission of a Trustee - Dr. Bob Shackleford

Dr. Bledsoe introduced Dr. Bob Shackleford, founder of the Shackleford Leadership Institute, as the guest speaker for the evening. Dr. Shackleford previously served as the guest speaker at the MCC Board of Trustees Retreat in March 2026.

Dr. Shackleford presented *Being a Trustee of a North Carolina Community College*, which focused on the responsibilities, roles, and significance of serving as a community college trustee. He reviewed the responsibilities of trustees as established or guided by the North Carolina Legislature, State Board, NCACCT/ACCT, and SACS. He emphasized the importance of maintaining a clear distinction between the policy-making role of the Board of Trustees and the administrative role of the President and the President's team.

Dr. Shackleford discussed the characteristics of effective boards and trustees, including the established roles and chains of command, open and respectful communication with the President, regular meeting attendance and preparation, advocacy for the college, and recognition that individual trustees have no authority outside the Board as a whole. He emphasized that the President is the only employee who reports directly to the Board and that trustees should not cross the line between governance and administration.

Dr. Shackleford concluded by emphasizing the important mission of community college trustees and the impact their decisions have on students and the community. He encouraged trustees to remain focused on the College's mission of creating opportunities and changing lives.

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

9.1 Board of Trustees Meeting - May 13 2026 - Minutes - (Action) - Gordon Knowles

Board of Trustees Meeting - May 13 2026 - Minutes - Html

9.2 Board of Trustees Meeting - June 15 2026 - Minutes - (Action) - Gordon Knowles

Board of Trustees Meeting - Jun 15 2026 - Minutes - Html

Mr. Knowles called for a motion to approve the May 13, 2026 and June 15, 2026 Board minutes.

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

The motion carried.

10. Finance and Facilities Committee - Robert Harris

10.1 **3-1 Capel Hall Library, Classroom, IT Renovation** (Action) - Jeanette McBride

Robert Harris made a motion to approve the 3-1 Capel Hall Library, Classroom, IT Renovation

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

Aye: Cecil "Andy" Speer, Claudia Bulthuis, Dr. Katie Dunlap, Dr. Tawanda Matthews, Gordon Knowles, Kerry Hensley, Robert Harris, Tim McAuley Sr., Brooke Cranford, Craig Jones, and Michael Mills

Nay: Dr. Robert Nelson

The motion carried. 11-1

10.2 **3-1 Window Replacements - Blair and Capel Halls** (Action) - Jeanette McBride

Robert Harris called for a motion to approve the 3-1 Window Replacements for Blair and Capel Halls

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

The motion carried.

10.3 County Budget Update - Dr. Chad Bledsoe/Jeanette McBride

Dr. Bledsoe discussed a recent newspaper article indicating that the County Commissioners may reconsider funding for employee bonuses. He noted that while no formal action has been taken by the Commissioners regarding the funding, he appreciated them reconsidering the issue.

Dr. Bledsoe reviewed areas that may be impacted as a result of the vote by the County Commissioners not to increase funding by $86,000 in operating funds. He emphasized that employee positions will not be reduced as a result of the budget denial. Potential cost-saving measures will be considered through a phased approach and may include adjustments to heating and cooling during non-operating hours, consolidating instruction into larger buildings when feasible, adjustments related to greenhouse operations, security access control, and parking enforcement, and reducing preventative maintenance of buildings and grounds.

The Board discussed the circumstances and impact surrounding the lack of County funding.

During the discussion, the process of Trustee reappointments was discussed. Mr. Knowles reviewed the long-standing process for reappointing Trustees and suggested that further discussion be held at a future board meeting.

10.4 **In-Kind Donations** - (Action) - Hunter Smith

Robert Harris made a motion to approve the In-Kind Donations.

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

The motion carried.

11. Personnel Committee - Kerry Hensley

11.1 **New Position - Administrative Assistant - NC Works & Small Business Center - (Action) - Dr. Bledsoe**

11.2 **New Position - Computer Information Technology Instructor - (Action) - Dr. Bledsoe**

Kerry Hensley made a motion to approve the new positions of Administrative Assistant to NC Works and Small Business Center, and Computer Information Technology Instructor.

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

The motion carried.

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

No meeting

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

No meeting

14. Executive Leadership Reports - Dr. Chad Bledsoe

14.1 **Monthly Financial Report May 2026 - Jeanette McBride**

14.2 **Monthly Financial Report June 2026 - Jeanette McBride**

Jeanette McBride presented the college financial reports for the month ending June 30, 2026.

The ending balance in State funds was $798,342 on June 30, 2026. Of this amount $788,359 will carry forward to the 2026-2027 fiscal year. Only $9,983 will be reverted back to the state. The college used, or were able to carry forward, all but .1% of our total state budget for the 2025-2026 fiscal year.

County operating expenditures totaled $1,081,000 or 100% of budget.

The amount available in the Local Funds Available for Cash Expenditures from County Quarter-Cent Sales tax and Property Tax allocations is $475,837. A total of $237,932 was spent for roof repairs, parking lot repair, emergency lights, HVAC repair, heat pump, plumbing repairs, network cabling, speakers, air compressor, new gate, lumber, grading, metal building, signs, and classroom lighting upgrades.

The institutional funds negative balances were all due to timing of reimbursements.

The balance in the STIF (State Treasurers Investment Fund) was $232,195, as of June 30, 2026.

14.3 **Foundation Director's Report - Dr. Hunter Smith**

Dr. Hunter Smith presented the Foundation Director's Report and reminded Trustees of a few upcoming events.

14.4 **Marketing and Public Relations Report May 2026 - Dr. Hunter Smith**

14.5 **Marketing and Public Relations Report June 2026 - Dr. Hunter Smith.pdf**

Dr. Smith presented the Marketing and Public Relations Reports for May and June 2026, which included the most current press releases and social media statistics. Dr. Smith noted that the college Facebook account has reached 5,000 followers.

14.6 **Grants Update - Hunter Smith**

Dr. Smith informed Board members of the Grants that were recently awarded, as well as the applications that are still in process.

14.7 **Personnel Updates May & June 2026 - Dr. Chad Bledsoe**

14.8 **Personnel Updates July 2026 - Dr. Chad Bledsoe**

Dr. Bledsoe presented the Personnel Updates for May, June, and July 2026.

Dr. Bledsoe discussed changes within the Nursing Department and noted that efforts to address enrollment, retention, and budgetary concerns have been ongoing for some time. Quarterly meetings had been held in an effort to address these areas; however, the desired changes were not achieved, and several employees subsequently separated from the college. Dr. Bledsoe discussed steps being taken to strengthen the program and ensure students receive the highest quality education possible. He reported that Nursing enrollment is currently at approximately 75% of capacity. In light of recent personnel changes within the Nursing Department, a meeting with a nursing consultant is planned to review the program and provide additional guidance.

Dr. Bledsoe responded to questions regarding the appointment of an Interim Director of Nursing, the Executive Director of Allied Health position, and confirmed that adequate staffing is in place for the upcoming semester.

14.9 **Facilities and Construction Update July 2026 - Dr. Chad Bledsoe**

Dr. Bledsoe shared the Facilities and Construction update including the Health Service lab renovations and its progression, as well as the summer projects around campus that were completed by the Facilities Department.

14.10 **CE Spring 2026 Class Visitation Log - Dr. Natalie Winfree**

Dr. Winfree shared the Spring 2026 Continuing Education Class Visitation Log.

14.11 **Accountability & Integrity Plan for Continuing Education 2026 - Dr. Natalie Winfree**

Dr. Winfree shared the Continuing Education Accountability & Integrity Plan for 2026.

14.12 **Instruction and Student Services Report - June 2026 - Dr. Natalie Winfree**

14.13 **Instruction and Student Services Report - August 2026 - Dr. Natalie Winfree**

Dr. Natalie Winfree shared the Instruction and Student Services Report, which included recent events on campus, as well as upcoming events.

MCC has signed a MOU with Appallacian State University.

Fall 2026 classes begin on Monday, August 17, 2026.

Dr. Winfree answered questions regarding Budget 365 funds, which are used to provide customized training to local business and industry partners.

Dr. Winfree shared several title and/or position changes, as well as new employees who will begin their employment in August.

15. SGA Report - Dr. Natalie Winfree

15.1 **Student Government Association Report June 2026 - Dr. Natalie Winfree**

15.2 **Student Government Association Report August 2026 - Michael Butcher**

Michael Butcher shared the SGA Report for August 2026, which included recent events, as well as events upcoming events the SGA has planned.

16. President's Report- Dr. Bledsoe

16.1 Blanket Travel Authorizations President and Board of Trustees - (Action) - Dr. Bledsoe

President's Blanket Travel Authorization 2026-27

Trustees' Blanket Travel Authorization 2026-27

Dr. Bledsoe presented the Blanket Travel Authorization Forms covering the dates July 1, 2026 through June 30, 2027 for himself and Trustees.

Mr. Knowles called for a motion to approve the 2026-27 Blanket Travel Authorizations for Dr. Bledsoe and the Trustees.

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

The motion carried.

16.2 CCR Audit Findings - Dr. Bledsoe

CCR Compliance Findings Letter

Dr. Bledsoe shared the findings of the recent Title II College & Career Readiness Compliance Audit. There were no findings.

16.3 Jobs Report

Dr. Bledsoe shared a copy of a report from the state auditors office regarding vacancies in NC state jobs with Trustees. A brief overview included examples of salaries being one of the top reasons for the vacancies across the state.

16.4 **President's Report**

Dr. Bledsoe shared a calendar of his recent activities, as well as activities he plans to attend in the coming weeks.

Dr. Bledsoe thanked Michael Butcher for representing the College at a recent event. He shared that Mr. Earl Leake, a member of the MCC Foundation Board of Directors, had commented on Mr. Butcher's positive attitude and engagement during the event.

Dr. Bledsoe announced that Dr. Monty Sullivan has been named the new President of the North Carolina Community College System. He noted that Dr. Sullivan brings extensive community college system experience from Louisiana and Virginia.

17. Chairman's Report - Mr. Knowles

17.1 **Trustee Contact List**

Mr. Knowles shared an updated Trustee Contact List. Hard copies were offered to

Trustees.

17.2 **Trustee Committee Assignments 2026-27**

Mr. Knowles shared the Trustee Committee Assignments for the 2026-2027 year. These assignments will become effective at the next regular meeting of the Board.

17.3 **Board of Trustees Calendar 2026-27**

Mr. Knowles shared the 2026-27 Board of Trustees Calendar. This calendar includes the dates of the year's Board of Trustees Meetings for 2026-27. Hard copies were offered to Trustees.

Board of Trustees Meetings 2026-27

- August 12, 2026
- October 14, 2026
- November 11, 2026
- December 9, 2026 - Christmas Party
- January 13, 2027
- February 10, 2027
- March 13, 2027 - Saturday Board Retreat
- April 14, 2027
- May 12, 2027 - GRADUATION!
- July 14, 2027 (If needed)

A recommendation to add a June meeting instead of a July meeting was made and will be discussed at the October meeting.

17.4 **Appointment Letter for Mr. Andy Speer**

Appointment Letter for Mr. Robert Harris

18. Adjourn - (Action) - Mr. Knowles

Mr. Knowles called for a motion to adjourn the meeting at 8:35 PM.

Moved by: Michael Mills; seconded by: Tim McAuley Sr.

The motion carried.



Chairman