



Board of Trustees Monthly Meeting Minutes

Wednesday, January 8, 2025

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC 27371

1. Call to Order - Gordon Knowles, Chair

The regular meeting of the Board of Trustees of Montgomery Community College was called to order on January 8, 2025 at 6:30 PM by Mr. Gordon Knowles, Chair.

Board Members Present:

Gordon Knowles, Chair; Robert Harris, Vice-Chair; Bill Price, Secretary; Claudia Bulthuis, Gelynda Capel, Dr. Katie Dunlap, Susan Eggleston, Kerry Hensley, Dr. Tawanda Matthews, Timothy McAuley, Mike Mills, and Drew Harmon, SGA President.

Board Members Absent:

Dr. Philip Jones

Guests Present:

Dr. Chad Bledsoe, President; Jeanette McBride, Vice-President of Administration Services; 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; Amanda Beaman, Medical Assisting Instructor/Phlebotomy Chair; Sylvia McAlister, Director of Business, Industry & Heritage Crafts; Taylor Mitchell, Welding Instructor; Sharon Strider, Registrar; and Rene Perryman, Executive Assistant to the President/Recording Secretary to the Board of Trustees.

2. Welcome and Announcements - Gordon Knowles

Mr. Knowles welcomed the Trustees and all others in attendance and called upon Dr. Chad Bledsoe to introduce the guests.

Dr. Bledsoe introduced the following guests who had recently completed the Shackleford Leadership Academy:

Amanda Beaman, Medical Assisting Instructor/Phlebotomy Chair; Sylvia McAlister, Director of Business, Industry and Heritage Crafts; Sharon Strider, Registrar; and Taylor Mitchell, Welding Instructor.

The guests shared their experiences and highlighted what they learned during the program.

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

Mr. Knowles called for a motion to approve the agenda.

Moved by: Michael Mills

Seconded by: Bill Price

Motion carried.

4. Board of Ethics Reminder - Gordon Knowles

Mr. Knowles read the ethics statement, reminding the 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.

5. Board Presentation - Analyzing Program Viability and Profitability - Dr. Bledsoe

Dr. Bledsoe shared a presentation with Board Members explaining how the college analyzes its programs for viability and profitability.

Dr. Bledsoe discussed the methods of analysis used in deciding whether to offer a specific program. Some of the items used in this analysis are program review, budget, space utilization, industry demand and career opportunities. In addition, advisory meetings are held, as well as student satisfaction and course surveys, which are reviewed.

Dr. Bledsoe discussed funding tiers, program costs, and program needs. Dr. Bledsoe explained that when determining the income vs expense of a

program, the college looks at how classes support the program, how the program benefits the institution, as well as how the program completers benefit the community. The cost benefit analysis sheet was shared with Board members, as Dr. Bledsoe explained the columns and what the numbers represent. Dr. Bledsoe gave examples to Board members of programs that generate both positive and negative incomes and why each are important to the college.

6. Approval of Board and Committee Minutes - Gordon Knowles

Mr. Knowles called for a motion to approve the November 13, 2024 Committee and Board Meeting minutes.

Claudia Bulthuis mentioned that agenda item number 3 from the November 13, 2024 board meeting should be removed, as the prayer did not take place during the board meeting.

Mr. Knowles called for a motion to approve the November 13, 2024 Committee and Board meeting minutes with the change listed above.

Moved by: Susan Eggleston

Seconded by: Dr. Katie Dunlap

Motion carried.

- 6.1 Board of Trustees Meeting - Nov 13, 2024 - Minutes
[Board of Trustees Meeting - Nov 13, 2024 - Minutes](#) 
- 6.2 Finance and Facilities Committee Meeting - November 13, 2024 - Minutes
[Finance and Facilities Committee Meeting - November 13, 2024 - Minutes](#) 
- 6.3 Personnel Committee Meeting - November 13, 2024 - Minutes
[Personnel Committee Meeting - November 13, 2024 - Minutes](#) 
- 6.4 Curriculum and Student Services Committee Meeting - November 13, 2024 - Minutes
[Curriculum and Student Services Committee Meeting - November 13, 2024 - Minutes](#) 

- 6.5 Legislative and Institutional Status Committee Meeting - November 13, 2024 - Minutes
[Legislative and Institutional Status Committee Meeting - November 13, 2024 - Minutes](#) 

7. Finance and Facilities Committee - Robert Harris

- 7.1 [Blair Hall Dental Hygiene Center Bid Approval](#)  (Action) - Jeanette McBride

Robert Harris, Chair of the Finance and Facilities Committee shared information with board members regarding the Blair Hall Dental Hygiene Center bid.

Mr. Harris made a motion for the Board of Trustees to accept Smith & Sons Construction's bid and alternates, to be value-engineered as appropriate for the Blair Dental Hygiene Center.

Moved by: Motion from committee. No second required.

Motion carried.

8. Personnel Committee - Katie Dunlap

No report.

9. Curriculum and Student Services Committee - Bill Price

No report.

10. Legislative and Institutional Status Committee - Kerry Hensley

No report.

11. Executive Leadership Reports - Dr. Chad Bledsoe

- 11.1 [Monthly Financial Reports November 2024 - Jeanette McBride](#) 

Jeanette McBride presented the college's financial reports for the month ending in November 2024. State expenditures totaled \$4,136,854, or 35.1% of budget. This is in line with last year's spending.

County operating expenditures totaled \$395,188 or 39.3% of

budget.

The balance in the STIF (State Treasurers Investment Fund) totaled \$216,828.

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

Hunter Smith shared the Foundation Director's Report with the Board. For the month ending November 30, 2024, the balance of all three accounts is \$5,331,493.31. This reflects a market change increase of \$56,581.80.

The 27th Annual Earle Connelly Golf Tournament will be held at Denson's Creek on April 11, 2025.

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

Hunter Smith presented the Marketing and Public Relations Report. The Spring 2025 TrailGuide arrived in homes in late November.

The Forestry Van had college logos added to it.

The local newspaper released a story about the college's QEP and Success Navigators.

11.4 Grants Update - Hunter Smith

There is no update.

11.5 **Facilities and Construction Update - Dr. Bledsoe** 

Dr. Bledsoe shared the Facilities and Construction Update including the Workforce Development Center Renovation update and the new 20-foot wide cantilever sliding gates with rollers that were installed at the Forestry shed, creating safer access and egress to the shed.

11.6 **Personnel Updates - Dr. Bledsoe** 

Dr. Bledsoe informed Board members of recent personnel updates.

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

Dr. Natalie Winfree presented the Instruction and Student Services Report, which included events that have taken place

recently, as well as those events that will be happening soon.

MLK Day-on Challenge is scheduled for Monday, January 20, 2025. Volunteers are needed. Registration will start at 8:45 AM in Blair Auditorium and 10,000 meals will be packaged and provided for Montgomery County residents.

Southern Correctional Institute had a 100 percent student success rate on the High School Equivalency test.

12. SGA Report - Drew Harmon, SGA President

12.1 [Student Government Association Report - Drew Harmon](#)



Drew Harmon, SGA President, share the SGA Report with Board members. Mr. Harmon discussed the annual Tree of Hope during December, in which employees across campus donated gifts for the event. The SGA hosted a "Winter Blast" event to mark the end of the Fall Semester. The SGA also held officer elections. Yanelly Merida-Oliver was elected as the SGA Vice-President, and Hillary Jimenex-Perez as Secretary/Treasurer.

Welcome Back Week events will be held next week for new students who may need assistance.

13. [President's Report - Dr. Bledsoe](#)

Dr. Bledsoe shared information about his activities since the previous board meeting, as well as some upcoming activities and events he will attend.

14. Chairman's Report - Mr. Knowles

14.1 [Calendar of Events](#)

Mr. Knowles reminded Board members of the Board of Trustee "Calendar of Events".

14.2 Ethics Training, Statements of Economic Interest, and I9 Submissions - Dr. Bledsoe

Ethics and SEI Instructions (President/Board/ Board Info)

[I9 Form \(New Trustees Only\)](#) 

Dr. Bledsoe reminded Board members that it is time to review their Ethics training due date and to fill out the SEI (Statement of Economic Interest) forms online before April 15, 2025.

14.3 Board Retreat Discussion

Mr. Knowles discussed options for a Board of Trustee Retreat at Woodrun Conference Center on March 15, 2025, from 9:00 AM until 1:00 PM, approximately.

Dr. Bledsoe shared ideas for a location away from the college, as well as a list of possible topics that could be discussed at the retreat.

A discussion to cancel the March 2025 Board of Trustee meeting was tabled until the February 2025 meeting.

14.4 President's Evaluation

Materials were distributed to the Board of Trustees for Dr. Bledsoe's evaluation.

- Direct Reports Evaluation submitted by December 20, 2024.
- BOT receives the evaluation packet at the January 8, 2025 Board Meeting.
- BOT returns completed board evaluations by January 24, 2025.
- Results are compiled and reviewed by the BOT at the February 12, 2025 Board Meeting.
- Results are discussed with Dr. Bledsoe at the February 12, 2025 Meeting.
- A final report will be sent to the State BOT by June 30, 2025.

15. **Adjourn - (Action) - Mr. Knowles**

Mr. Knowles called for a motion to adjourn the meeting at 7:48PM.

Moved by: Bill Price

Seconded by: Kerry Hensley

Motion carried.

A handwritten signature in black ink, appearing to read "Albert H. Mendel". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chairman