



Board of Trustees Monthly Meeting

Wednesday, June 14, 2023

Montgomery Community College (Capel Hall)
1011 Page St.

Troy, NC, 27371

The regular meeting of the Montgomery Community College Board of Trustees will be held on Wednesday, June 14, 2023 at 7:00 PM in the Boardroom in Capel Hall. Committee meetings will begin at 5:30 p.m.

Although attending the meeting in person is strongly encouraged, arrangements can be made for remote attendance by contacting Mrs. Kelly.

Montgomery Community College
Board of Trustees - June 14 2023
Agenda

The regular meeting of the Montgomery Community College Board of Trustees will be held on Wednesday, June 14, 2023 at 7:00 PM in the Board of Trustees Boardroom in Capel Hall. **Committee meetings will begin at 5:30 p.m.**

Page

1. Call to Order - Claudia Bulthuis, Chairman

2. Welcome and Announcements - Claudia Bulthuis

3. Prayer - Claudia Bulthuis


4. Approval of Agenda- (Action) - Claudia Bulthuis

5. Board of Ethics Reminder - Claudia Bulthuis


- 5.1 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 our 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.





6. Board Presentation - Gunsmithing, Mark Dye

7. Approval of Board Minutes - Claudia Bulthuis

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8. Budget and Finance Committee - Kerry Hensley, Committee Chairman







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9. **Building and Grounds Committee - Gordon Knowles, Committee Chairman**





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13. Institutional Status Committee - Robert Harris, Committee Chairman

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14. SGA Report

No Report

15. President's Report - Dr. Chad Bledsoe

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[President's Report.docx](#) 

15.2 Business Continuity Plan

16. Chairman's Report - Claudia Bulthuis


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[Calendar of Events - June.pdf](#) 

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16.3 Board of Trustees Reappointment Letters 149
Trustees Seeking Reappointment

- [Mrs. Claudia Bulthuis](#) 
- Mrs. Kerry Hensley
- Dr. Katie Dunlap

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17. Adjourn - (Action) - Claudia Bulthuis



Board of Trustees Monthly Meeting Minutes

Wednesday, May 10, 2023

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC, 27371

Page

1. Call to Order - Claudia Bulthuis, Chairman

The regular meeting of the Board of Trustees of Montgomery Community College was called to order on May 10, 2023 in Room 1432 of Montgomery Central High School at 5:31pm by Claudia Bulthuis, Chairman. The meeting was held as a committee of the whole.

Board Members Present: Susan Eggleston, Kerry Hensley, Gordon Knowles, Claudia Bulthuis, Gelynda Capel, Robert Harris (arrived at 5:34pm) Dr. Philip Jones, Bill Price, Dr. Tawanda Bennett, Timothy McAuley, and Regan Hunsucker.

Board Members Absent: Dr. Katie Dunlap and Phillip Absher

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator; Hunter Smith, Dean of Continuing Education; and Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees.

2. Welcome and Announcements - Claudia Bulthuis

Mrs. Bulthuis welcomed all in attendance and gave announcements to the board.

3. Prayer - Claudia Bulthuis

Mrs. Bulthuis opened the meeting with prayer.

4. Approval of Agenda- (Action) - Claudia Bulthuis

Mrs. Bulthuis called for a motion to approve the Board agenda.

Moved by: Gordon Knowles

Seconded by: Susan Eggleston

Motion carried.

5. Board of Ethics Reminder - Claudia Bulthuis

- 5.1 **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 our 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.**

Mrs. Bulthuis read the ethics statement, 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.

No conflicts of interest were declared.

6. Approval of Board and Committee Minutes (Action) - Claudia Bulthuis

Mrs. Bulthuis called for a motion to approve the Board and Committee Minutes.

Moved by: Gordon Knowles

Seconded by: Kerry Hensley

Motion carried.


6.1 April Board of Trustees Meeting Minutes

8 - 16

[Board of Trustees - Apr 12 2023 - Minutes - Public.pdf](#) 

6.2 April Committee Minutes

17 - 30

[Board Committee Meetings - Apr 12 2023 - Minutes - Public.pdf](#) 

7. Budget and Finance Committee - Kerry Hensley, Committee Chairman

Jeanette McBride presented the March financial report.

Jeanette McBride reviewed the Office of The State Auditor - Federal Compliance Audit Letter.

Emily Tucker presented the March Foundation Funds Statement.

Korrie Ervin presented a grants update.

7.1 Monthly Financial Report (Action) - Jeanette McBride

31 - 35

[March2023FinancialReport.pdf](#) 

Ms. Hensley called for a motion to approve the Monthly Financial Report.

31 - 35

Moved by: Gordon Knowles

Seconded by: Philip Jones

Motion Carried.**7.2 Office of The State Auditor - Federal Compliance Audit Letter - Jeanette McBride**

36 - 43

[6854 - MCC SA Concluding Letter - SA \(2022\).pdf](#) 

7.3 Foundation Funds Statement - Emily Tucker

44

[Foundation Funds FY 22-23 March 2023.pdf](#) 

7.4 Grants Update - Korrie Ervin

45 - 46

[Grants Update May 2023.pdf](#) 

8. Building and Grounds Committee - Gordon Knowles, Committee Chairman

Dr. Chad Bledsoe reviewed the Facilities and Construction Report.

8.1 Facilities and Construction Report - Dr. Chad Bledsoe

47

9. Personnel Committee - Robert Harris Committee Vice Chairman

Dr. Bledsoe reviewed Personnel Appointments for Hunter Smith, Dean of Continuing Education and for Lauren Kelly, Executive Assistant to the President/Recording Secretary to the Board of Trustees. There were no personnel separation's this month.

Dr. Bledsoe discussed the 2023-24 Contract Renewals.

9.1 Personnel Appointments

48

[Personnel Announcements April.docx](#) **9.2 2023-24 Contract Renewals - Dr. Chad Bledsoe**

Dr. Bledsoe discussed the contract renewals and plans to rehire everyone. We have one employee who is being given a probationary contract while addressing an accrediting issue.

10. Curriculum and Student Services Committee - Bill Price, Committee Chairman

Mr. Lee Proctor presented the following updates from Curriculum and Student Services.

The College sponsored a Workforce Wednesday Signing Day on May 3, 2023 which encouraged students to join the workforce right after getting their degree.

The Nurse Pinning Ceremony was held on May 9, 2023 at 4pm with 14 students graduating the program. Members of the Dental Assisting faculty attended the North Carolina Association of Dental Assisting Educators annual meeting in Charlotte. One of the Dental Assisting clinical sites has donated 300 boxes of masks and face shields to the health programs at the College.

Phi Theta Kappa (PTK) held it Spring induction ceremony on April 27, 2023. Twenty-seven students added their names to the membership book of Beta Xi Omicron Chapter.

Debby Douglas, History/Political Science Instructor, was elected as the Communications Coordinator for the North Carolina Community College Association for Distance Learning.

The Department of Energy conducted interviews for summer Gunsmithing

internships. The Department selected two students to participate in the program this summer in Arkansas.

The Admissions and Retention staff continue to visit surrounding high schools during lunch hours to recruit students. The College will have representatives at the May Day Celebration at Highlands Community Center on May 6, 2023. Southwest Randolph High School brought a group of students to tour the campus on April 24, 2023. Shaquille Little, Career and College Promise Student Success and Retention Specialist attended the CCP Coach's Academy in Greensboro April 11- 13, 2023.

Doni Hatchell, Director of Financial Aid, has been selected to be on the North Carolina Community College System Office Financial Aid Review Team.

NCWorks Center Director, Sandra Clyburn, and Director of Business and Industry Services, Jessica Hamilton, presented at the April 20, 2023 Regional Partnership Workforce Board banquet.

A WIOA Monitoring Audit was conducted in April and the College received initial positive feedback from the audit. A complete report on the WIOA audit will be shared with Administration in the coming weeks.

Pottery students held their Spring Pottery Sale the last week in April in a new location. The sale was held in Blair 139 to allow for more space than in the Pottery Building. The program will look for additional options prior to the Fall sale.

10.1 Instruction and Student Services Update - Lee Proctor

49 - 51

[Board Report - May 2023.docx](#) 

11. Legislative and Public Relations Committee - Claudia Bulthuis

Kelly Morgan presented an update on Public Relations/ Marketing

Dr. Chad Bledsoe presented a legislative update.

11.1 Public Relations and Marketing Report - Kelly Morgan

52

Kelly Morgan discussed the public relations and marketing report which included the social media projections.

[Public Relations and Marketing Report May 2023 Mtg.pdf](#) 

12. Institutional Status Committee - Robert Harris, Committee Chairman

Korrie Ervin Presented the Policy 4.2.2 Live Projects Revision.

Korrie Ervin presented the 4.02.02.01 Procedure-Live Client Projects presented.

12.1 **Policy 4.2.2 Live Projects Revision (Second Reading)
(Action) - Korrie Ervin** 53 - 56

[Policy 4.2.2 Live Client Projects Revisions.pdf](#) 

[4.02.02.01 Procedure Live Client Projects.pdf](#) 

Mr. Harris called for a motion to approve the Live Projects Revision on it's second reading. 53 - 56

Moved by: Gordon Knowles

Seconded by: Philip Jones

Motion carried.

13. SGA Report - Reagan Hunsucker, SGA President

Ms. Hunsucker gave a update on the recent events that were held by the SGA.

13.1 **SGA Report** 57

[Student Government Association Report -May 2023.docx](#) 

14. President's Report - Dr. Chad Bledsoe

Dr. Bledsoe reported on activities since the last meeting and upcoming activities. Additionally, Dr. Bledsoe reported on the upcoming Summer Camps at the college.

14.1 President's Activities 58

[President's Report May.docx](#) 

14.2 **Summer Camps** 59 - 60

[Summer Camp Schedule.pdf](#) 

15. Chairman's Report - Claudia Bulthuis

15.1 **President's Evaluation** 61 - 62

Mrs. Bulthuis discussed the president's evaluation letter is

being sent to SBCCC for approval.

[Letter to SBCCC - President Evaluation 2023.pdf](#) 

15.2 **Calendar of Events**

63

Mrs. Bulthuis discussed with the board the upcoming events and brought to the board's attention the NC Rural Center Event being hosted at the college on May 15 from 2 pm until 4pm.

[Calendar of Events - April.pdf](#) 

15.3 **Board of Trustees Self Evaluation**

Mrs. Bulthuis noted there was a 100% participation rate from the board members on completing their self evaluations.

<https://www.surveymonkey.com/r/2023BOTSelfEval>

16. **Adjourn - (Action) - Claudia Bulthuis**

The meeting adjourned at 6:00pm.

Ms. Bulthuis called for a motion for the meeting to be adjourned.

Moved by: Gordon Knowles

Seconded by: Philip Jones

Motion carried.

Chairman



Board of Trustees Monthly Meeting Minutes

Wednesday, April 12, 2023

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC, 27371

Page

1. Call to Order - Claudia Bulthuis, Chairman

The regular meeting of the Board of Trustees of Montgomery Community College was held on Wednesday, April 12, 2023 in the Board Room of Capel Hall. The meeting was called to order at 7:00p.m by Claudia Bulthuis, Chairman.

Board Members Present: Dr. Tawanda Bennett; Claudia Bulthuis, Chairman; Gelynda Capel; Dr. Katie Dunlap (R); Susan Eggleston; Kerry Hensley; Gordan Knowles, Vice Chairman; Bill Price, Secretary; Tim McAuley Sr.; Reagan Hunsucker, SGA President.

Board Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones;

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter Smith, Director of Institutional Effectiveness; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

2. Welcome and Announcements - Claudia Bulthuis

Ms. Bulthuis welcomed all in attendance including Hunter Smith, Dean of Continuing Education; Sam Britt, Department Chair of English, Arts and Humanities.

3. Prayer - Claudia Bulthuis

Mrs. Bulthuis opened the meeting with prayer.

4. Approval of Agenda- (Action) - Claudia Bulthuis

Ms. Bulthuis called for a motion to approve the Board agenda.

Moved by: Gordon Knowles

Seconded by: Tim McAuley Sr.

Motion carries.

5. Board of Ethics Reminder - Claudia Bulthuis

- 5.1 **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 our 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.**

Mrs. Bulthuis read the ethics statement, 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.

No conflicts of interest were declared.

6. Board Presentation - Quality Enhancement Plan - Sam Britt

The Board received a presentation from Sam Britt, Department Chair of English, Arts and Humanities. Mrs. Britt presented on the new Quality Enhancement Plan.

[QEP Presentation for BOT Meeting.pdf](#) 

7. Approval of Board and Committee Minutes - Claudia Bulthuis

Mrs. Bulthuis called for a motion to approve the Board and Committee Minutes.

Moved by: Gordon Knowles

Seconded by: Bill Price

The motion carried.

7.1 **Board of Trustees Meeting Minutes March 8, 2023** # - #

[Board of Trustees - Mar 08 2023 - Minutes - Pdf](#) 

7.2 **Board of Trustees Committee Minutes March 8, 2023** # - #

[Board Committee Meetings - Mar 08 2023 - Minutes - Pdf](#) 

8. Budget and Finance Committee - Kerry Hensley, Committee Chairman

The Budget and Finance Committee met earlier in the evening Mrs. Hensley reported the following items:

The committee reviewed the February financial report presented by Mrs. McBride.

The committee reviewed the 2023 Write Off presented by Mrs. McBride.

The committee received an update on February Foundation Funds Statement presented by Mrs. Tucker.

The committee received a grants update provided by Mrs. Ervin.

8.1 **Monthly Financial Report (Action)**

[FebruaryFinancialReport.pdf](#) 

Mrs. Hensley made a motion to approve, the February financial report as a matter of information.

Moved by: Motion from committee

Motion carries

8.2 **2023 Write Offs (Action)** # - #

[2023 Write Offs.pdf](#) 

Mrs. Hensley made a motion to approve, the 2023 Write Offs. # - #

Moved by: Motion from committee

Motion carries.

8.3 **Foundation Funds Report** # - #

[Foundation Funds FY 22-23 February 2023.pdf](#) 

8.4 **Grants Update**

[Grants Update](#) 

9. Building and Grounds Committee - Gordon Knowles, Committee Chairman

The Building and Grounds Committee met earlier in the evening, Mr. Knowles reported from the committee the following items:

The committee reviewed the Facilities and Construction Report presented by Dr. Bledsoe.

The committee received a update on the Shade Sails Project presented by Dr. Bledsoe.

The committee reviewed the MCC-Building 100 Interior Renovations Closeout.

9.1 **Facilities and Construction Report** # - #

[Construction Facilities Report April 2023.pdf](#) 

9.2 **Shade Sails Proposal (Action)** # - #

[Shade Sails Proposal.pdf](#) 

Mr. Knowles made a motion to approve, the Shade Sails Proposal. # - #

Moved by: Motion from committee

Motion carries.

9.3 MCC - Building 100 Interior Renovations (#17-16802-01B)
Closeout (Action)

Mr. Knowles made a motion to approve, the MCC-Building 100 Interior Renovations

Moved by: Motion from committee

Motion carries.

10. Personnel Committee - Susan Eggleston, Vice Chairman

The Personnel Committee met earlier in the evening and Ms. Eggleston reported from the committee the following items:

The committee reviewed Personnel Separation for Laura MacCoy, Student Success and Retention Specialist/ Coordinator of Student Life and for Danny Johnson, Evening Custodian/ Maintenance.

The committee received a update on the Organizational Chart Update presented by Dr. Bledsoe.

10.1 Personnel Separations # - #

[Personnel Separations.docx](#) 

10.2 **Organizational Chart Update (Action)** # - #

[MCC Organizational Chart 2023-04-03.pdf](#) 

Ms. Eggleston made a motion to approve, the MCC Organizational Chart Update. # - #

Moved by: Motion from committee

Motion carries

11. Curriculum and Student Services Committee - Bill Price, Committee Chairman

The Curriculum and Student Services Committee met earlier in the evening and Mr. Price reported from the committee the following items:

The LPN program have accepted 20 students with 18 students on the wait list.

ADN program has 25 students who are new or returning 1st year students who will be joining the current 12 returning students.

The Facility Maintenance Carpentry students have begun work on the Storage Shed Project for the Troy Habitat for Humanity build.

The Facility Maintenance Masonry program will have 5 students competing at the SkillsUSA State Conference on April 19 –20, 2023.

Phi Theta Kappa (PTK) Induction Ceremony is scheduled for Thursday, April 27, 2023 at 3:00 pm in the Multipurpose room.

Twenty-five Gunsmithing students joined faculty on a tour of FN Manufacturing in Columbia, South Carolina on March 24, 2023.

Registration is now open for students to register for Summer and Fall Semester classes. Applications for Graduation were due on March 14, 2023. There are currently 335 students eligible for graduation with a 492 Degrees, Diplomas, and Certificates possible for awarding. Currently, 135 students have applied to participate in the Graduation Ceremony.

Disability Services is currently serving 40 students with accommodations this semester.

The College hosted a two-day ISO (international Standards Organization) Internal Auditor class with 19 students in attendance. The training valued at \$208 per student was free to the industries.

March was “Agriculture Day” for Leadership Montgomery. The Leadership group and the Youth Leadership group from Montgomery County Cooperative Extension traveled to farms across the county. The day ended at MCC with a Forestry update and honeybee education provided by Shirley Harris, the local NC Apiary Inspector.

The College is migrating from Colleague to Advansys for data entry. Work continues with the classes at Eckerd Connect with the installation of computer to facilitate testing and online classes. HSET (College Equivalency Test) is now available online.

Eleven students successfully complete the 44-hour Basic Firefighter Course and 36 students who attended fire services in-service course hosted by Lake Tillery Fire Department. Seventeen students completed a 40-hour Department of Adult Corrections First Steps to Supervision course.

The Beekeeping class has 14 students for the spring. The pottery classes have a total of 73 students are getting pieces ready for the Spring Sale. The Spring pottery sale is set for April 25 – 28, 2023 from 9:30 am – 3:30 pm. The sale will be located in the “Gallery space” located in Blair 139.

The Small Business Center hosted two successful QuickBooks online workshops; Introduction to QuickBooks and the Basics of QuickBooks.

11.1 Instruction and Student Services Update

[Instruction and Student Services Board Report - April 2023.docx](#) 

12. Legislative and Public Relations Committee - Claudia Bulthuis, Vice Chairman

The Legislative and Public Relations Committee met earlier in the evening and Ms. Bulthuis reported from the Committee on the following items:

The committee received an update on Public Relations/ Marketing from Kelly Morgan

The committee received a legislative update from Dr. Bledsoe.

The committee reviewed the Budget Tracking Sheet from Dr. Bledsoe.

12.1 Public Relations and Marketing Report

-

[Public Relations and Marketing Report Apr 2023 Mtg.pdf](#) 

12.2 Budget Tracking Sheet

-

[FY2023-25 BudgetTrackingSheet 2023 HOUSE.pdf](#) 

13. Institutional Status Committee - Susan Eggleston, Vice Chairman

The Institutional Status Committee met earlier this evening, Ms. Eggleston reported the following items:

The committee reviewed the Policy 4.2.2 Live Projects Revision presented by Korrie Ervin.

The committee reviewed the 4.02.02.01 Procedure-Live Client Projects presented by Korrie Ervin.

13.1 Policy 4.2.2 Live Projects Revision (First Reading)

-

[Policy 4.2.2 Live Client Projects Revision](#) 

[4.02.02.01 – Procedure – Live Client Projects.pdf](#) 

14. SGA Report - Reagan Hunsucker, SGA President

14.1 SGA Report

-

Ms. Hunsucker gave a update on current and upcoming events for the SGA.

[SGA Report.docx](#) 

15. President's Report - Dr. Chad Bledsoe

15.1 President's Report

-

Dr. Bledsoe reported on activities since the last meeting and upcoming activities. Additionally, Dr. Bledsoe reported on a recent visit to the college from the new Duke Energy Representative who is planning on keeping an eye out for electric charging stations for the college.

[President's Report.docx](#) 

16. Chairman's Report - Claudia Bulthuis

16.1 NCACCT Update

Ms. Bulthuis discussed the NCACC Update with the board.

16.2 Board Self Evaluation

Ms. Bulthuis discussed with the board members the deadline for completing the Board Self Evaluation paper work by mail or online must be done by the next meeting.

16.3 Closed Session (Action)

Presidential Evaluation - Pursuant to North Carolina General Statute 143-314.11 (a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statute 115D-27.

Ms. Bulthuis called for a motion, to go into Closed Session.

Moved by: Gordon Knowles

Seconded by: Bill Price

Motion carries.

16.4 **Open Session (Action)**

Ms. Bulthuis called for a motion to go back into Open Session.

Moved by: Bill Price

Seconded by: Gordon Knowles

Motion carries

16.5 **Report on Closed Session**

Mrs. Bulthuis reported that during the closed session the Board reviewed the evaluation of President Bledsoe and the President's contract. The trustees then met with Dr. Bledsoe to discuss the evaluation. All the requirements of the annual evaluation of the President have been met and notification will be sent to the State Board.

16.6 **Calendar of Events**

-

Ms. Bulthuis went over the next event which is the board meeting that will be held right before the college graduation.

[Calendar of Events - April.pdf](#) 

17. **Adjourn - (Action) - Claudia Bulthuis**

The meeting adjourned at 8:29pm.

Ms. Bulthuis made a motion for the meeting to be adjourned.

Moved by: Gordon Knowles

Seconded by: Bill Price

Motion carries.

Chairman



Montgomery Community College
Board of Trustees
Monthly Committee Meeting Minutes

Wednesday, April 12, 2023
Montgomery Community College (Capel Hall)
1011 Page St.
Troy, NC, 27371

Page

1. Welcome - Claudia Bulthuis, Chairman

Ms. Bulthuis welcomed the board members to the committee meetings at 5:30pm.

2. Committee Meeting Minutes

2.1 Board of Trustees Committee Minutes March 8, 2023

-

[Board Committee Meetings - Mar 08 2023 - Minutes - Pdf](#) 

3. Budget and Finance Committee
Committee Members

- Kerry Hensley, Chairman
- Bill Price, Vice Chair
- Phil Absher
- Dr. Philip Jones
- Gordon Knowles
- Claudia Bulthuis

3.1 Call to Order - Kerry Hensley, Chairman

Mrs. Hensley, Chairman, called the meeting to order at 5:30pm.

Committee roll was called by Mrs. Hensley.

Committee Members Present: Kerry Hensley, Chairman; Bill Price, Vice Chairman; Gordon Knowles; and Claudia Bulthuis.

Committee Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones

Other Board Members Present: Gelynda Capel; Susan Eggleston; Tim McAuley Sr.; Dr. Katie Dunlap (R); Dr. Tawanda Bennett; Reagan Hunsucker, SGA President.

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter Smith, Director of Institutional Effectiveness; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

3.2 **Approval of Minutes (Action) - Kerry Hensley**

Motion to Approve Minutes

Moved by: Bill Price

Seconded by: Gordon Knowles

Motion carried.

3.3 **Monthly Financial Report (Action) - Jeanette McBride**

-

[FebruaryFinancialReport.pdf](#) 

Mrs. McBride presented the Financial Report.

- As of February 31, 2023, County fund expenditures were \$520,427 or, 61% of the budget.

- As of February 31, 2023, there were \$490,348 available for Capital Expenditures.
- As of February 31, 2023, State funds expenditures were \$5,690.684 or, 58% of the budget.
- As of February 31, 2023, the Institutional Fund balance was \$1,133,788.
- As of February 31, 2023, the balance in the STIF account was \$201,944.

Mrs. Hensley called for a motion to accept the financial report as presented.

-

Moved by: Gordon Knowles

Seconded by: Bill Price

Motion Carried.

3.4 **2023 Write Offs (Action) - Jeanette McBride**

-

Mrs. McBride went over the 2023 Write Offs pdf with the board.

[2023 Write Offs.pdf](#) 

Motion to Approve the 2023 Write Offs

-

Moved by: Gordon Knowles

Seconded by: Claudia Bulthuis

Motion Carried

3.5 **Foundation Funds Report - Emily Tucker**

-

Mrs. Tucker presented the Foundation Fund Statement.

Mrs. Tucker gave a Foundation Update. As of February 28, 2023 the Foundation fund statement totaled \$4,213,548.02. This reflects a market change decrease of \$82,924.71 for the month ending February 2023.

[Funds FY 22-23 February 2023.pdf](#) 

3.6 **Grants Update - Korrie Ervin**

-

Mrs. Ervin shared a Grants update.

[Grants Update](#) 

3.7 **New Business - Kerry Hensley**

No new business was brought forward to the committee.

3.8 **Adjourn - Kerry Hensley**

There being no further business, the meeting adjourned at 5:47pm.

4. Building and Grounds Committee

Committee Members

- Gordon Knowles, Chairman
- Claudia Bulthuis, Vice Chair
- Gelynda Capel
- Dr. Katie Dunlap
- Susan Eggleston
- Robert Harris

4.1 **Call to Order - Gordon Knowles, Chairman**

Mr. Knowles, Chairman, called the meeting to order at 5:47pm. Committee roll was called by Mr. Knowles.

Committee Members Present: Gordon Knowles, Chairman; Claudia Bulthuis, Vice Chairman; Gelynda Capel; Dr. Katie Dunlap (R); and Susan Eggleston.

Committee Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones

Other Board Members Present: Tim McAuley Sr.; Kerry Hensley; Bill Price; Dr. Tawanda Bennett; Reagan Hunsucker, SGA President.

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan,

Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter Smith, Director of Institutional Effectiveness ; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

4.2 **Approval of Minutes (Action) - Gordon Knowles**

Mr. Knowles called for a motion to approve the committee minutes.

Moved by: Susan Eggleston

Seconded by: Claudia Bulthuis

Motion Carried

4.3 **Facilities and Construction Report - Dr. Chad Bledsoe**

-

Dr. Bledsoe shared an update on Facilities and Construction activities on campus.

[Construction Facilities Report April 2023.pdf](#) 

4.4 **Shade Sails Proposal (Action) - Dr. Chad Bledsoe**

-

Dr. Bledsoe presented the Shade Sails Proposal.

[Shade Sails Proposal.pdf](#) 

Mr. Knowles called for a motion to approve the Shade Sails Proposal.

-

Moved by: Susan Eggleston

Seconded by: Claudia Bulthuis

Motion Carries.

4.5 MCC - Building 100 Interior Renovations (#17-16802-01B)
Closeout (Action) - Dr. Chad Bledsoe

Dr. Bledsoe presented an update on the MCC-Building Interior Renovations Closeout.

Mr. Knowles called for a motion to approve the MCC - Building 100 Interior Renovations (#17-16802-01B) Closeout

Moved by: Susan Eggleston

Seconded by: Phil Absher

Motion carries.

4.6 **New Business - Gordon Knowles**

No new business was brought forward to the committee.

4.7 **Adjourn - Gordon Knowles**

There being no further business, the meeting adjourned at 5:57pm.

5. Personnel Committee

Committee Members

- Phil Absher, Chairman
- Susan Eggleston, Vice Chair
- Robert Harris
- Kerry Hensley
- Dr. Tawanda Bennett
- Gelynda Capel
- Claudia Bulthuis

5.1 **Call to Order - Susan Eggleston, Vice Chairman**

Ms. Eggleston, Vice Chair, called the meeting to order at 5:57pm. Committee roll was called by Ms. Eggleston.

Committee Members Present: Susan Eggleston, Vice Chairman; Kerry Hensley; Dr. Tawanda Bennett; Gelynda Capel; and Claudia Bulthuis.

Committee Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones

Other Board Members Present: Tim McAuley Sr.; Bill Price; Dr. Katie Dunlap (R); Gordon Knowles; Reagan Hunsucker, SGA President.

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter Smith, Director of Institutional Effectiveness; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

5.2 Approval of Minutes (Action) - Susan Eggleston

Ms. Eggleston called for a motion to approve the committee minutes.

Moved by: Kerry Hensley

Seconded by: Gelynda Capel

Motion Carries.

5.3 **Personnel Separations - Dr. Chad Bledsoe**

-

Dr. Bledsoe presented The Personnel Separations for Laura MacCoy, Student Success and Retention Specialist/ Coordinator of Student Life and for Danny Johnson, Evening Custodian/ Maintenance.

[Personnel Separations.docx](#) 

5.4 **Organizational Chart Update (Action) - Dr. Chad Bledsoe**

-

Dr. Bledsoe presented an update for the Organizational Chart that changed the assistant to the president to Lauren Kelly and Mrs. Kelly title to be the Executive Assistant to the President and Assistant to the Board of Trustees.

[MCC Organizational Chart 2023-04-03.pdf](#) 

Ms. Eggleston called for a motion to approve the MCC Organizational Chart Update.

-

Moved by: Claudia Bulthuis

Seconded by: Kerry Hensley

Motion carries.

5.5 New Business - Susan Eggleston
No new business was brought forward to the committee.

5.6 Adjourn - Susan Eggleston
There being no further business, the meeting adjourned at 6:04pm.

6. Curriculum and Student Services Committee

Committee Members

- Bill Price, Chairman
- Dr. Katie Dunlap, Vice Chair
- Dr. Tawanda Bennett
- Dr. Philip Jones
- Tim McAuley
- Claudia Bulthuis

6.1 Call to Order - Bill Price, Chairman

Mr. Price, Chairman, called the meeting to order at 6:04pm.

Committee roll was called by Mr. Price.

Committee Members Present: Bill Price, Chairman; Dr. Katie Dunlap, Vice Chairman (R); ; Dr. Tawanda Bennett; Tim McAuley Sr.; and Claudia Bulthuis.

Committee Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones

Other Board Members Present: Gelynda Capel; Kerry Hensley; Susan Eggleston; Gordon Knowles; Reagan Hunsucker, SGA President.

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette

McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter Smith, Director of Institutional Effectiveness; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

6.2 **Approval of Minutes (Action) - Bill Price**

Mr. Price called for a motion to approve the committee minutes.

Moved by: Claudia Bulthuis

Seconded by: Tawanda Bennett

Motion carries.

6.3 **Instruction and Student Services Update - Lee Proctor**

-

Mr. Proctor presented updates on Instructional, Student Services and Continuing Education activities.

The LPN program have accepted 20 students with 18 students on the wait list.

ADN program has 25 students who are new or returning 1st year students who will be joining the current 12 returning students.

The Facility Maintenance Carpentry students have begun work on the Storage Shed Project for the Troy Habitat for Humanity build.

The Facility Maintenance Masonry program will have 5 students competing at the SkillsUSA State Conference on April 19 –20, 2023.

Phi Theta Kappa (PTK) Induction Ceremony is scheduled for Thursday, April 27, 2023 at 3:00 pm in the Multipurpose room.

Twenty-five Gunsmithing students joined faculty on a tour of FN Manufacturing in Columbia, South Carolina on March 24, 2023.

Registration is now open for students to register for Summer and Fall Semester classes. Applications for Graduation were due on March 14, 2023. There are currently 335 students eligible for graduation with a 492 Degrees, Diplomas, and Certificates possible for awarding. Currently, 135 students have applied to participate in the Graduation Ceremony.

Disability Services is currently serving 40 students with accommodations this semester.

The College hosted a two-day ISO (international Standards Organization) Internal Auditor class with 19 students in attendance. The training valued at \$208 per student was free to the industries.

March was “Agriculture Day” for Leadership Montgomery. The Leadership group and the Youth Leadership group from Montgomery County Cooperative Extension traveled to farms across the county. The day ended at MCC with a Forestry update and honeybee education provided by Shirley Harris, the local NC Apiary Inspector.

The College is migrating from Colleague to Advansys for data entry. Work continues with the classes at Eckerd Connect with the instillation of computer to facilitate testing and online classes. HSET (College Equivalency Test) is now available online.

Eleven students successfully complete the 44-hour Basic Firefighter Course and 36 students who attended fire services in-service course hosted by Lake Tillery Fire Department. Seventeen students completed a 40-hour Department of Adult Corrections First Steps to Supervision course.

The Beekeeping class has 14 students for the spring. The pottery classes have a total of 73 students are getting pieces ready for the Spring Sale. The Spring pottery sale is set for April 25 – 28, 2023 from 9:30 am – 3:30 pm. The sale will be located in the “Gallery space” located in Blair 139.

The Small Business Center hosted two successful QuickBooks online workshops; Introduction to QuickBooks and the Basics of QuickBooks.

6.4 **New Business - Bill Price**

No new business was brought forward to the committee.

6.5 **Adjourn - Bill Price**

There being no further business, the meeting adjourned at 6:13pm.

7. **Legislative and Public Relations Committee**

Committee Members

- Dr. Katie Dunlap, Chairman
- Claudia Bulthuis, Vice Chair
- Dr. Tawanda Bennett
- Tim McAuley
- Bill Price

7.1 **Call to Order - Claudia Bulthuis, Vice Chair**

Ms. Bulthuis, Vice Chair, called the meeting to order at 6:13pm.

Committee roll was called by Ms. Bulthuis.

Committee Members Present: Dr. Katie Dunlap, Chairman (R); Claudia Bulthuis, Vice Chairman; Dr. Tawanda Bennett; Tim McAuley Sr.; and Bill Price.

Committee Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones

Other Board Members Present: Gelynda Capel; Kerry Hensley; Susan Eggleston; Gordon Knowles; Reagan Hunsucker, SGA President.

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter

Smith, Director of Institutional Effectiveness; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

7.2 **Approval of Minutes (Action) - Claudia Bulthuis**

Ms. Bulthuis called for a motion to approve the committee minutes.

Moved by: Tim McAuley Sr.

Seconded by: Bill Price

Motion carries.

7.3 **Public Relations and Marketing Report - Kelly Morgan**

-

Kelly Morgan shared a Public Relations and Marketing Update.

[Public Relations and Marketing Report Apr 2023 Mtg.pdf](#) 

7.4 **Budget Tracking Sheet - Dr. Chad Bledsoe**

-

Dr. Bledsoe shared an update on the Budget Tracking Sheet.

Dr. Bledsoe shared an update on the Senate Bill 692 bill draft with the board for review.

[FY2023-25 BudgetTrackingSheet 2023 HOUSE.pdf](#) 

7.5 **New Business - Claudia Bulthuis**

No new business was brought forward the committee.

7.6 **Adjourn - Claudia Bulthuis**

There being no further business, the meeting adjourned at 6:23pm.

8. Institutional Status Committee
Committee Members

- Robert Harris, Chairman

- Susan Eggleston, Vice Chair
- Gelynda Capel
- Dr. Philip Jones
- Claudia Bulthuis

8.1 **Call to Order - Susan Eggleston, Vice Chair**

Ms. Eggleston, Vice Chairman called the meeting to order at 6:23pm. Committee Roll was called by Ms. Eggleston.

Committee Members Present: Susan Eggleston, Vice Chairman; Gelynda Capel; and Claudia Bulthuis.

Committee Members Absent: Phil Absher; Robert Harris; Dr. Phillip Jones

Other Board Members Present: Kerry Hensley; Dr. Katie Dunlap (R); Gordon Knowles; Tim McAuley Sr.; Dr. Tawanda Bennett; Bill Price; Reagan Hunsucker, SGA President.

Others Present: Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Korrie Ervin, Special Projects Coordinator and Sandra Clyburn, NC Works Director; Hunter Smith, Director of Institutional Effectiveness; Lauren Kelly, Executive Assistant to the President and Recording Secretary for the Board of Trustees; and Sam Britt, Faculty Member/QEP Director

8.2 Approval of Minutes (Action) - Susan Eggleston

Ms. Eggleston called for a motion to approve the committee minutes.

Moved by: Claudia Bulthuis

Seconded by: Gelynda Capel

Motion carries.

8.3 **Policy 4.2.2 Live Projects Revision (First Reading) - Korrie Ervin**

-

Korrie Ervin shared an update on the Policy 4.2.2 Live Chat Projects Revision.

Korrie Ervin presented the 4.02.02.01 Procedure Live Client Projects.

[Policy 4.2.2 Live Client Projects Revision](#) 

[4.02.02.01 – Procedure – Live Client Projects.pdf](#) 

8.4 New Business - Susan Eggleston

No new business was brought forward to the committee.

8.5 **Adjourn - Susan Eggleston**

There being no further business, the meeting adjourned at 6:27pm.

**Montgomery Community College
County Funds - Board Report for March 2023**

	2022-2023 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY23
Salaries	245,041	179,695	65,346	73%
Benefits	125,579	88,339	37,240	70%
Contracted Services	27,250	19,795	7,455	73%
Supplies & Materials	44,964	36,681	8,283	82%
Professional Development (Travel)	946	27	919	3%
Utilities	339,355	241,894	97,461	71%
1 Repairs & Maintenance	22,498	19,585	2,913	87%
Membership & Dues	925	925	-	100%
Insurance & Bonding	37,149	3,789	33,360	10%
Other Current Expenses	5,603	4,724	879	84%
Non-Capitalized Equipment	1,490	-	1,490	0%
Total Current Expense	850,800	595,453	255,347	70%

1 Includes annual maintenance contracts paid in July.

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's February 2023 Report	1,094,411
Add: Prior FY Property Tax Allocations from County Report	450,020
Add: FY23 Property Tax Allocation from County Report	69,931
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,789,363
Less: Prior FY Projects	(1,148,134)
Less: 2022-23 Projects -Floors Building 600, Burglar/Fire Alarm Upgrades, Sidewalk Repairs, School Car, Tree Removal, Parking Lot Striping, roof repairs, office renovation	(138,369)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 03/31/23	\$ 502,860

Montgomery Community College
State Funds - Board Report for March 2023

	2022-2023 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY23
Salaries- Full Time	4,796,688	3,343,062	1,453,626	70%
Salaries- Part Time	858,459	591,663	266,796	69%
Salaries- Full Time & Part Time	5,655,147	3,934,725	1,720,422	70%
Benefits	2,271,364	1,614,711	656,653	71%
Contracted Instruction	121,915	67,087	54,828	55%
Financial/Audit Services	97,684	88,137	9,547	90%
I.T. Contracted Services	4,500	-	4,500	0%
Other Contracted Services	36,420	30,763	5,657	84%
Contracted Services	260,519	185,987	74,532	71%
Supplies & Materials	325,088	194,879	130,209	60%
Professional Development & Travel	131,509	53,902	77,607	41%
Communications	84,561	51,944	32,617	61%
Equipment Repair	33,047	20,843	12,204	63%
Maintenance Agreements	136,957	30,917	106,040	23%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	170,004	51,760	118,244	30%
Advertising	86,858	46,519	40,339	54%
Finish Line Grant	28,101	2,476	25,625	9%
Credit Card Electronic Processing	11,680	4,716	6,964	40%
Short-term Workforce Dev. Grant	12,971	12,971	-	100%
Summer Accelerator Grant	13,250	-	13,250	0%
Longleaf Complete Grant	16,106	-	16,106	0%
Child Care Assistance Grant	55,804	3,411	52,393	6%
Workforce Resilience CE Grants	21,569	1,200	20,369	6%
Other Current Expense	34,493	32,275	2,218	94%
Other Current Services	193,974	57,049	136,925	29%
Software License Renewal	139,258	89,013	50,245	64%
Other I.T. Rentals/ Leases	121,044	63,066	57,978	52%
IT Rentals/Leases/Licenses	260,302	152,079	108,223	58%

Montgomery Community College
State Funds - Board Report for March 2023

	2022-2023 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY23
Insurance and Bonding	19,492	1,087	18,405	6%
Membership & Dues	34,447	15,149	19,298	44%
Minor Equipment Low Risk < \$5K	52,969	45,060	7,909	85%
Minor Equipment High Risk <\$5K	54,880	54,129	751	99%
Minor Equipment	107,849	99,189	8,660	92%
Total Current Expense	9,601,114	6,458,981	3,142,133	67%
Equipment	183,017	64,457	118,560	35%
Perkins Equipment	10,186	9,251	935	91%
Perkins Non-Cap Equipment	7,928	3,755	4,173	47%
Books	39,085	15,189	23,896	39%
Equipment & Books	240,216	92,652	147,564	39%
Total Expenses	9,841,330	6,551,633	3,289,697	67%

Montgomery Community College
Institutional Funds- Board Report for March 2023

	2022-23 Beginning Balance	2022-23 Revenue	2022-23 Expense	Cash Balance 03/31/23
1 Pell Overpayments	(4,223)	-	-	(4,223)
Veterans Reporting Fee	2,320	512	275	2,557
Overhead Receipts 75%	16,180	4,597	1,936	18,841
Current General & Miscellaneous	23,922	1,013	977	23,958
Administrative Support	3,602	958	4,561	-
Overhead Receipts 25%	13,450	1,532	-	14,983
Excess Fee Receipts	-	100	100	-
Textbook Rental	27,488	15,675	9,782	33,380
College Work Study	-	13,814	13,814	-
CARES Act-Institutional	(12,142)	549,529	537,387	-
Lost Revenue HEERF II	157,102	-	-	157,102
Total Institutional Support	227,700	587,731	568,832	246,599
Forestry Program	5,823	84,511	-	90,334
Specific Fees	117,243	70,448	76,833	110,858
Live Projects: Taxidermy	349	-	-	349
Self Supporting Curriculum	14,228	-	100	14,128
Distance Learning	1,224	-	-	1,224
NC Live Grant	409	-	-	409
Technology Fee-Curriculum	88,347	12,596	1,247	99,697
Golden Leaf FY20	-	-	-	-
Total Curriculum Instruction & Fees	227,624	167,555	78,179	316,999
Scrap Metal Fund HVAC	768	-	-	768
Self Supporting	100,121	31,898	15,914	116,105
Community Service	1,712	-	-	1,712
Career Readiness	2,173	-	-	2,173
Small Business Center	9,345	275	2,168	7,452
Specific Fees: Occupational Extension	118,139	23,813	32,965	108,987
Horticulture: Live Project	878	-	-	878
CE Grants/Scholarships	42,625	18,000	25,500	35,125
2 DOL-AWESM Grant	(6,796)	39,619	37,907	(5,084)
Fire Training Center Grant	12,312	-	-	12,312
Technology Fee: Continuing Education	2,008	-	-	2,008
3 LSTA Grant	-	-	1,829	(1,829)
Total Cont Ed/Non-Curriculum Inst & Fees	283,285	113,604	116,284	280,606
4 NCWorks Grant Adult Services/Dislocated Worker	-	107,529	124,868	(17,339)
NCWorks Finish Line Grant	-	1,745	1,745	-
Total NC Works	-	109,274	126,613	(17,339)
Operational Funds	42,251	1,000	21,889	21,362
5 Sales Tax Utilization	-	111,474	138,369	(26,895)
Agricultural Expansion	-	68,156	3,500	64,656
Total Plant Operation & Maintenance	42,251	180,630	163,758	59,123
Library Fund	-	275	-	275
Vending	18,589	11,414	6,037	23,966
Bookstore Vending	65,639	4,880	-	70,519
General Store	1,338	-	-	1,338
Parking Fee	31,531	2,429	-	33,960
Student Government Association	47,960	21,925	11,243	58,642
Graduation Fund	2,007	3,460	949	4,519
Student Ambassador	31,601	2,311	249	33,664

Montgomery Community College
Institutional Funds- Board Report for March 2023

	2022-23 Beginning Balance	2022-23 Revenue	2022-23 Expense	Cash Balance 03/31/23
Club Accounts	70,661	-	-	70,661
6 Agency Fund	(16,710)	-	-	(16,710)
Funds for Others	3,987	-	-	3,987
Restricted Scholarships Held	-	-	-	-
Loan Funds Held & Dist	-	-	-	-
Total Proprietary/Other	256,603	46,695	18,477	284,821
GEER Scholarship	-	-	-	-
FSEOG	-	13,650	13,650	-
7 Pell Grant	(5,792)	793,059	792,197	(4,930)
Education Lottery Scholarship	-	47,360	47,360	-
Golden LEAF	-	30,625	30,625	-
NC Community College Grant	(225)	48,446	47,182	1,039
High Demand/Low Enrollment	-	1,272	1,272	-
8 MCC Foundation Scholarship	-	77,070	135,504	(58,433)
Wells Fargo Scholarship	-	500	500	-
Less Than Half-time	-	1,140	1,140	-
SGA President Scholarship	-	1,500	1,500	-
SECU Scholarships	-	6,250	6,250	-
LongLeaf Commitment Grant	224	25,031	20,655	4,600
NCSEAA FELPS Sch	-	5,250	5,250	-
STWD Short-Term Workforce Development	-	12,971	12,971	-
CARES Act-Student	-	-	-	-
Total Student Aid- Grants & Scholarships	(5,793)	1,064,124	1,116,056	(57,725)
Capital Projects- Sales Tax Utilization/Ag Expansion	-	-	-	-
Bond-Bldg 100 Int/HVAC/Roof	-	-	-	-
Bond-Blair Hall & Outside Amphitheater	-	-	-	-
Metal Finishing Lab	56,609	-	49,957	6,652
SCIF: Capel Hall Reno #2672	-	90,500	90,500	-
Golden LEAF-FY2020-085	-	-	-	-
Total Capital Assets	56,609	90,500	140,457	6,652
Total Institutional Funds: First Bank	1,088,279	2,360,114	2,328,656	1,119,737
		Interest	Prior Y.E.	Current
STIF Account as of 03/31/23		This Year	Balance	Balance
Operational Funds		637	45,180	45,818
Self Supporting- Continuing Education		154	10,922	11,076
Technology Fees		1,131	80,218	81,350
Bookstore		893	63,324	64,217
Total Institutional Funds: State Treasury		2,816	199,644	202,460
1 Pell Overpayment(Due from Students)				
2 Due from Forsyth Tech				
3 Due from State				
4 Due from NC Works (WIOA)				
5 Due from County				
6 FA Bookstore Charges				
7 Due from Students				
8 Due from MCC Foundation				



Beth A. Wood, CPA
State Auditor

STATE OF NORTH CAROLINA
Office of the State Auditor

2 S. Salisbury Street
20601 Mail Service Center
Raleigh, NC 27699
Telephone: (919) 807-7500
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April 17, 2023

Claudia Bulthuis, Board of Trustees Chair
Montgomery Community College
382 Biscoe Road
Troy, North Carolina 27371

Dear Ms. Bulthuis:

We have completed our federal compliance audit at the Montgomery Community College for the year ended June 30, 2022, and have issued our report thereon dated March 24, 2023. Professional standards require that we advise you of the following matters relating to our audit.

Auditor's Responsibility

As communicated in our engagement letter, our responsibility, as described by professional standards, is to express an opinion as to whether the State has complied, in all material respects, with the compliance requirements that have a direct and material effect on major federal programs. Our audit does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about our audit objectives. An audit of federal compliance includes consideration of internal control over compliance as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over compliance. Accordingly, as part of our audit, we considered the internal control of Montgomery Community College solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the compliance process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct noncompliance on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over compliance was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses or any instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, material weaknesses may exist that have not been identified.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with Independence Requirements

We have complied with all relevant independence requirements.

Significant Unusual Transactions

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. We identified no significant unusual transactions.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a compliance, accounting, reporting, or auditing matter that could be significant to the federal programs or the auditor's report. No such disagreement arose during the course of the audit.

Representations Requested from Management

We have requested certain representations from management that are included in the attached management representation letter dated March 24, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing, accounting, or compliance matters. To our knowledge, there were no such consultations with other accountants.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with Montgomery Community College, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material noncompliance. None of the matters discussed resulted in a condition to our retention as Montgomery Community College's auditors.

Other Matters

This information is intended solely for the use of the Board of Trustees, the Budget and Finance Committee, and management of Montgomery Community College and is not intended to be and should not be used by anyone other than those specified parties. If you have any questions about these matters, please contact the Financial Audit Director at (919) 807-7691.

Sincerely,

BETH A. WOOD, CPA
STATE AUDITOR

A handwritten signature in black ink that reads "Jordan D. Chippewa". The signature is written in a cursive, flowing style.

Jordan D. Chippewa, CPA
Financial Audit Director

BAW/JDC

cc: Dr. Chad Bledsoe, President
Michelle Grit, Dean of Student Services
Doni Hatchel, Director of Financial Aid

Attachment



MONTGOMERY COMMUNITY COLLEGE

March 24, 2023

The Honorable Beth A. Wood, State Auditor
Office of the State Auditor
2 South Salisbury Street
20601 Mail Service Center
Raleigh, North Carolina 27699-0600

Dear Auditor Wood:

We are providing this letter in connection with your audit of the major federal programs of the State of North Carolina for the year ended June 30, 2022, in accordance with the audit requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). We confirm that we are responsible for complying with the requirements of the Uniform Guidance and federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs.

Along with the Office of the State Controller, we are responsible for adopting sound accounting policies, establishing and maintaining internal control, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this letter, the following representations made to you during your audit:

1. We have provided you with:
 - a. Access to all information, of which we are aware that is relevant to compliance with requirements that have a direct and material effect on major federal programs, such as records; documentation; audit or relevant monitoring reports, if any, received from funding sources; and other matters;
 - b. Additional information that you have requested from us for purposes of the audit, including minutes of meetings of Board of Trustees, or summaries of actions of recent meetings for which minutes have not yet been prepared; and
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
2. All transactions have been properly recorded in the accounting records.

3. We acknowledge our responsibility for the design, implementation, and maintenance of programs and internal controls to prevent and detect fraud.
4. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management;
 - b. Employees who have significant roles in internal control; or
 - c. Others where the fraud could have a direct and material effect on compliance objectives.
5. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's major federal programs communicated by employees, former employees, analysts, governmental agencies, regulators, or others.
6. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
7. With respect to federal financial award programs:
 - a. We are responsible for understanding and complying with, and have complied with, the requirements of Uniform Guidance.
 - b. We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
 - c. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance requirements applicable to federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance, have occurred subsequent to the period covered by the auditor's report.
 - d. We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
 - e. We have received no requests from a federal agency to audit one or more specific programs as a major program.
 - f. We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal

awards, including the results of other audits or program reviews, or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to the period covered by the auditor's report.

- g. We have charged costs to federal awards in accordance with applicable cost principles, including amounts claimed or used for matching determined in accordance with the guidelines in the Uniform Guidance. Unless otherwise disclosed herein, matching contributions were from non-federal sources and did not involve federal funding and amounts used to meet matching obligations in one federal program were not in turn used to meet matching obligations in a different federal program.
- h. We have provided to you our interpretation of any compliance requirements that may have varying interpretations.
- i. We have made available to you all documentation related to the compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- j. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- k. The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- l. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by Uniform Guidance and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- m. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- n. We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.
- o. We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.

The Honorable Beth A. Wood, State Auditor
March 24, 2023
Page 4

Chad A. Bladson

President

Jeanette McBride
Jeanette McBride (Mar 27, 2023 13:41 EDT)

Chief Financial Officer









MCC FY22 Single Audit Management Representation Letter

Final Audit Report

2023-03-27

Created:	2023-03-27
By:	Tonya Luck (luckt3158@montgomery.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2-c-ztXuOHsCLnaFKDuhgSJnVlv-msQ-

"MCC FY22 Single Audit Management Representation Letter" History

-  Document created by Tonya Luck (luckt3158@montgomery.edu)
2023-03-27 - 5:35:52 PM GMT- IP address: 152.27.52.253
-  Document emailed to Jeanette McBride (mcbridej1803@montgomery.edu) for signature
2023-03-27 - 5:36:28 PM GMT
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-  Document e-signed by Jeanette McBride (mcbridej1803@montgomery.edu)
Signature Date: 2023-03-27 - 5:41:59 PM GMT - Time Source: server- IP address: 152.27.52.253
-  Document emailed to Chad Bledsoe (bledsoec0137@montgomery.edu) for signature
2023-03-27 - 5:42:00 PM GMT
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2023-03-27 - 5:52:25 PM GMT- IP address: 174.247.26.177
-  Document e-signed by Chad Bledsoe (bledsoec0137@montgomery.edu)
Signature Date: 2023-03-27 - 5:53:16 PM GMT - Time Source: server- IP address: 174.247.26.177
-  Agreement completed.
2023-03-27 - 5:53:16 PM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

Montgomery Community College Foundation

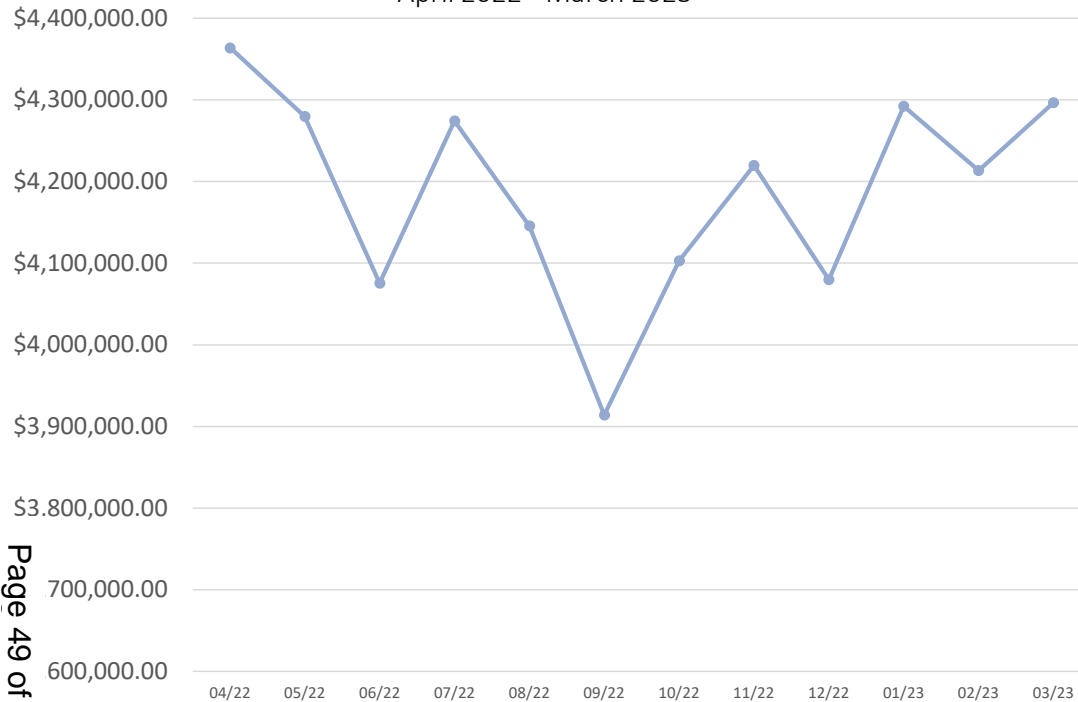
Funds Statement FY 2022-2023

	Fiscal Year To Date 7/1/2022 thru 6/30/2023			
	Wells Fargo	STIF	First Bank	Total
Beginning Value	\$3,660,486.64	\$285,837.60	\$129,060.24	\$4,075,384.48
Receipts				
Interest/Dividends	\$81,967.68	\$3,999.16	\$19.63	\$85,986.47
Deposits	\$50,292.20	\$56,308.88	\$163,661.27	\$270,262.35
Total Receipts	\$132,259.88	\$60,308.04	\$163,680.90	\$356,248.82
Disbursements				
Fees/Withdrawals	\$94,828.58	\$60,392.21	\$157,166.28	\$312,387.07
Total Disbursements	\$94,828.58	\$60,392.21	\$157,166.28	\$312,387.07
Market Value Net Change	\$177,285.63	\$0.00	\$0.00	\$177,285.63
Ending Value	\$3,875,203.57	\$285,753.43	\$135,574.86	\$4,296,531.86
Net Change	\$214,716.93	(\$84.17)	\$6,514.62	\$221,147.38

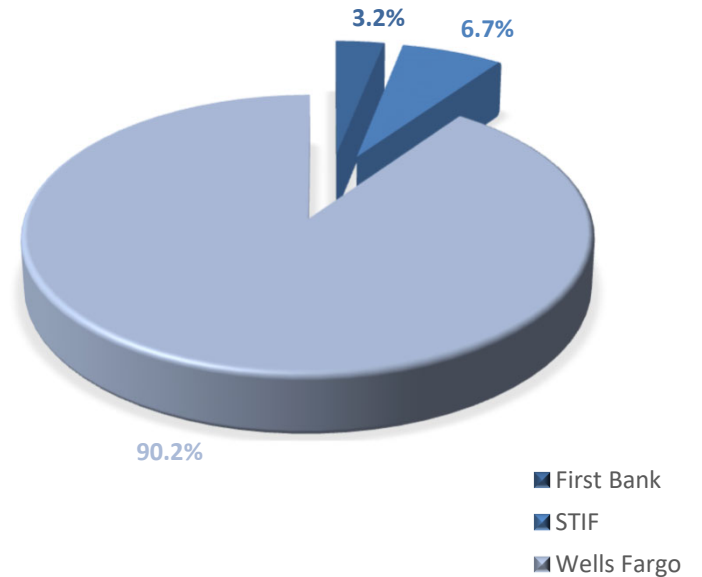
Month of March 2023			
Wells Fargo	STIF	First Bank	Total
\$3,803,630.75	\$281,323.04	\$128,594.23	\$4,213,548.02
\$9,327.59	\$715.44	\$2.24	\$10,045.27
\$433.23	\$7,257.00	22,332.30	\$30,022.53
\$9,760.82	\$7,972.44	\$22,334.54	\$40,067.80
\$3,388.87	\$3,542.05	\$15,353.91	\$22,284.83
\$3,388.87	\$3,542.05	\$15,353.91	\$22,284.83
\$65,200.87	\$0.00	\$0.00	\$65,200.87
\$3,875,203.57	\$285,753.43	\$135,574.86	\$4,296,531.86
\$71,572.82	\$4,430.39	\$6,980.63	\$82,983.84

Foundation Funds Value

April 2022 - March 2023



Foundation Funds Distribution



Grants Applied or in Process 2022/2023					
NCEM State & Local Cybersecurity Grant Program (SLCGP)	MCC Cybersecurity Enhancement Program	MCC is applying for this SLCGP funding to add an additional layer of security to our cloud environment with a virtual firewall and a more secure environment for servers.	4 Years	\$80,132	Submitted April 24, 2023
Montgomery Fund	MLK Day Challenge Support	This event, hosted on MLK Day, will provide 15,000 meals to residents in Montgomery County in need of food assistance. Meals are distributed to all food pantries in Montgomery County and through the Montgomery County Communities in School Backpack Pals Program.	1 Year	\$2,000	Submitted April 18, 2023
Lowe's Foundation - Gable Grants	Enhancing the Skilled Trades Programs at Montgomery Community College	A two-year grant to help build a sustainable infrastructure of innovative training programs to cultivate more job-ready tradespeople and address the skilled trades labor shortage throughout the U.S. The Lowe's Foundation Gable Grants program will also aim to increase the number of young and diverse tradespeople, particularly from underrepresented and rural communities.	2 year	\$375,000	Submitted April 6, 2023
Grants Awarded 2022 - 2023					
UNC System Faculty Awards for Southeast Asian Studies	From the CIA's Secret Base of Long Cheng, Laos to the Carolinas: The North Carolina Hmong Project - A Journey Worth Sharing	This project will begin the documentary of the Hmong stories in North Carolina as part of the 50th Anniversary of the Hmong massive exodus out of Laos as refugees. A traveling museum will be developed from these stories and shared with other community colleges and universities.	1 year	\$3,000	Submitted March 2023 Approved April 2023
National Rifle Association (2)	Gunsmithing Merit Scholarships (NRA - W) Gunsmithing Merit Scholarships (NRA - E)	Merit Scholarships Merit Scholarships	1 year	\$8,000	Submitted October 2022 West - Approved February 2023 East - Approved March 2023
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 Approved June 2022
People Helping People (REMC)	MLK Day Challenge Support	This event, hosted on MLK Day, will provide 15,000 meals to residents in Montgomery County in need of food assistance. Meals are distributed to all food pantries in Montgomery County and through the Montgomery County Communities in School Backpack Pals Program.	1 Year	\$2,000	Submitted May 24, 2022 Approved, July 2022

Wal-Mart	Wal-Mart Local Community Grant	Funds will be used purchase "live burn" propane props to train firefighters using propane simulations.	1 Year	Requested \$5,000 Awarded \$2,000	Submitted April 15, 2022 Awarded April 21, 2022
Farm Credit Carolina	Agriculture Rescue Program	Funds received will be used to establish an agriculture rescue program to prepare local fire, EMS, and rescue organizations to handle emergencies common to farming and farm implaments.	1 Year	\$5,000	Submitted April 14, 2022 Approved, November 14, 2022

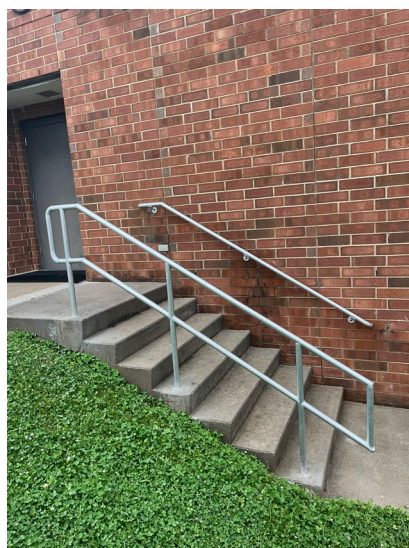
Montgomery Community College Facilities and Construction Update May 2023

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) has passed its final inspection from the state. The close out of this project is in progress.
 - Budget: (NC Bond) \$3,895,000 (Golden Leaf) \$150,000
 - Disbursed to Date: (NC Bond) \$3,519,249 (Golden Leaf) \$150,000

Facilities

- **Buildings**
New ADA compliant hand rails were installed near Capel Hall



**Montgomery Community College
Employee Appointments
April 2023**



Dean of Continuing Education- On April 1,2023, **Hunter Smith** was hired as the Dean of Continuing Education. He holds a Master's Degree of Education in Educational Leadership from Northern Arizona University. Prior to his promotion, he served as the Director of Institutional Effectiveness/SACSCOC Liaison from August 2022 until March 2023.

Office #, (910) 898-9670 (ext.605) smithh6902@montgomery.edu



Executive Assistant to the President/Recording Secretary to the Board of Trustees - On April 10,2023, **Lauren Kelly** was hired as the Executive Assistant to the President and Recording Secretary to the Board of Trustees. She holds a Associate's Degree from Montgomery Community College. Prior to her employment, she served as a legislative assistant in the NC General Assembly for four and half years.

Office #, (910) 898-9602 (602) kellyl4814@montgomery.edu

Board Report

Instruction and Student Services

May 10, 2023

Instruction

Congratulations to Amy Friery, Dean of Health and Human Services and Jessica Hamilton, Director of Business and Industry Services for being Montgomery Community College's most recent graduates from the North Carolina Community College Leadership Program. They completed the year-long leadership program and graduated April 28, 2023.

The College is sponsoring a "Workforce Wednesday Signing Day" on May 3, 2023. The event was developed to celebrate those students going directly to the workforce. Faculty and staff at the College have invited employers of our graduates to participate in the signing day. The goal is to have pictures taken with employers and graduates.

Health and Human Services

The Nursing Pinning is scheduled for May 9, 2023 at 4 pm in the multipurpose room. Fourteen students will graduate from the program and sit for the NCLEX Exam in the early summer. Members of the Dental Assisting faculty attended the North Carolina Association of Dental Assisting Educators annual meeting in Charlotte. One of the Dental Assisting clinical sites has donated 300 boxes of masks and face shields to the health programs at the College.

Career and Technical Education

Five Masonry students travelled to the North Carolina SkillsUSA competition in Greensboro. They had an enjoyable and successful trip. The students did not place in the competition, but learned valuable skills for future competitions. The BLET class had 8 out of the 11 students testing to successfully pass the exam on the first try. The remaining 3 students will be able to test again to attempt to pass the section or sections they were not successful in. Work continues on the storage shed for the Troy Habitat project.

Arts and Sciences

Phi Theta Kappa (PTK) held its Spring induction ceremony on April 27, 2023. Twenty-seven students added their names to the membership book of Beta Xi Omicron Chapter. Debby Douglas, History/Political Science Instructor, was elected as the Communications Coordinator for the North Carolina Community College Association for Distance Learning.

Gunsmithing

The Department of Energy conducted interviews for summer Gunsmithing internships. The Department selected two students to participate in the program this summer in Arkansas. The Department also sponsored a workshop with representatives from Leupold Optics. Students had the opportunity to learn more about correctly selecting the right optic for both the gun and the shooter.

Student Services

Admissions and Retention

The Admissions and Retention staff continue to visit surrounding high schools during lunch hours to recruit students. The College will have representatives at the May Day Celebration at Highlands Community Center on May 6, 2023. Southwest Randolph High School brought a group of students to tour the campus on April 24, 2023. Shaquille Little, Career and College Promise Student Success and Retention Specialist attended the CCP Coach's Academy in Greensboro April 11- 13, 2023.

Registrar

There are currently 145 students confirmed to participate in the Montgomery Community College 2023 Graduation Ceremony. This includes 3 High School Equivalency Graduates who have successfully completed their HSET (High School Equivalency Test) exams. Graduation rehearsal is scheduled for May 6, 2023 at 6:00 pm followed by a meal for the graduates.

Financial Aid

Doni Hatchell, Director of Financial Aid, has been selected to be on the North Carolina Community College System Office Financial Aid Review Team. Financial Aid staff continue to attend workshops in Financial Aid and Veterans Affairs to receive necessary updates.

Continuing Education

Continuing Education staff, in partnership with Montgomery County Schools, participated in the Coffee, Careers, & Conversation event held at Starworks in Star, NC. The objective was to showcase students enrolled in technical pathways, network with community partners and industries, and discuss solutions to the disconnect between employers and trained workers. The Workforce Development Center newsletter for the month of April received excellent reviews and out of the 2,000 plus subscribers over 23% reviewed the newsletter. The average open rate for most organizations is 10%.

Business & Industry Services

NCWorks Center Director Sandra Clyburn and Director of Business and Industry Services Jessica Hamilton presented at the April 20, 2023 Regional Partnership Workforce Board banquet. In their presentation, MCC representatives shared information on services provided to employers, the community, and students.

NC Works

A WIOA Monitoring Audit was conducted in April and the College received initial positive feedback from the audit. A complete report on the WIOA audit will be shared with Administration in the coming weeks.

Heritage Crafts

Pottery students held their Spring Pottery Sale the last week in April in a new location. The sale was held in Blair 139 to allow for more space than in the Pottery Building. The program will look for additional options prior to the Fall sale.

Public Relations and Marketing Report – May, 2023 Meeting

Foundational Initiatives (new tools and resources needed for success)

Design of 2022 Annual Report is underway (arrives July-Aug)

Content collection for Fall Tabloid is underway (in homes early July)

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

Student Stories:

Melissa Shaver, Ashton Williams, Ashleigh Thompson, Madison Atkins and Dad

Press Pickups

2023 Three Student Awards

Social Media Statistics (Facebook)

	Jan 23	Feb 23	Mar 23	Apr 23	May	June	July	Aug	Sept	Oct	Nov	Dec
Reactions	404	611	741	960	1,974	1,211	717	1,126	333	407	941	567
Comment Share	101	146	197	164	727	510	326	195	79	116	207	102
Reached	7,287	9,130	14,920	15,652	18,854	14,451	13,380	14,191	5,746	5,796	9,430	6,350
Engaged	1,842	2,836	2,988	3,778	11,153	8,506	4,458	6,092	4,289	2,232	4,721	2,188
New Followers	30	27	25	27	70	9	42	54	48	27	21	14
Total Followers	3,606	3,626	3,642	3,664	3,377	3,386	3,428	3,477	3,538	3,554	3,572	3,198

Policy 4.2.2 – Live Client Projects

Live client projects are defined as:

- A. Educational programs in which students, as part of their educational experiences and as part of the instructional course requirements, repair or remodel non-college owned personal or real property; or
- B. Educational programs that construct structures that are sold, produce goods that are sold, or provide services for a fee, such structures, goods or services being the normal and necessary product of learning activities of students.

Live client projects are intended to be used exclusively as an educational and learning activity for students and shall not be used as a revenue generating activity nor compete with commercial businesses.

The President is hereby delegated to develop procedures that are consistent with the State Board Code for live client projects.

Live client projects that are owned by private individuals are subject to the guidelines set forth in the Live Client Project Procedures.

Procedure 4.2.2.1 - Live Client Projects

I. Approval for Live Projects

A. Program Based Live Client Projects

For College programs that have a clinical/lab component which are open to the public a routine part of the curriculum and program, the Dean or designee responsible for the program shall make an annual report at the end of each semester to the Vice President of Instruction regarding live client projects. The Vice President is authorized to approve the continued use of live client projects for these programs.

B. Specific Live Client Projects

If an instructor desires to implement a specific or new live client project, the instructor shall provide a completed Request for Live Project form to the program's Dean for approval. The VP of Instruction, VP of Administrative Services and President must also sign the request form prior to beginning work on the project.

The utilization of live projects for a curriculum program shall be based on the following criteria:

- Projects that are appropriate to the current subject material being taught.
- Projects that facilitate meeting current course objectives.
- Projects that can be reasonably accomplished given the time constraints of the course.

II. Client Selection

Preference shall be given to current students, employees and Trustees in selecting clients for live projects. When, however, it becomes necessary to solicit outside clients in order to provide students with enough experience to carry out the desired live project, the instructor responsible for the live project shall adopt specific, written criteria for selecting outside clients. The criteria must be approved in advance by the Vice President for Instruction and shall not be inconsistent be consistent with the State Board Code. The course instructor has discretion on whether or not to undertake a project on the basis of whether or not it fits in with the course curriculum. The instructor will notify the client whether or not the project is accepted, the estimated start and completion date as well as any parts or materials required for the project.

III. Client Charges

Under State Board Code, the College is authorized to charge clients for goods and services produced through live projects. For live projects involving repair or remodeling non-College owned personal and/or real property, the owner of the property shall supply or pay for all parts required. For live projects involving the construction of structures that are sold, produced goods that are sold, or services that are provided, the College shall charge the client for the value of the structures, goods and/or services. Project receipts shall be deposited into an unrestricted institutional account.

IV. Payment for Live Projects

A. The instructor may, at his/her sole discretion, order necessary supplies directly from the supplier as long as those costs involved are repaid prior to release of the project. The purchase must be made through the Business Office by utilizing the College's E-Trieve system, with the applicable institutional account noted on the request. Clients must pay costs directly to the Business Office before the project can be released. The Business Office will issue a receipt after payment, which must be presented to the appropriate instructor as a basis for releasing the project.

B. Travel expenses to and from an off-campus live project site may also be charged to the client at the current mileage rate for private vehicles. Instructors will complete the standard Travel Authorization and Reimbursement form in E-Trieve. Student travel expense to an off-site live project will be handled on an individual basis between the instructor and the student then approved by the program's Dean.

C. Curriculum supplies used solely as teaching aids will not be subject to billing provided they remain the property of the College or are expendable.

D. No instructor or other employee of the College is to receive personal monetary gain from live projects. Per the College's Purchasing Manual, the intent and appearance of unethical or compromising practices in relationships, actions and communications must be avoided. College employees must refrain from any private business or professional activity that would create a conflict between personal interests and the interests of the institution. Therefore, live project supplies shall not be purchased from an employee's personal business, nor will the employee sell any live projects through his/her business.

V. Use of Live Client Project Receipts

All costs that otherwise would not have been incurred absent the live client project shall be supported by funds from the College's account that receives the live client project receipts and shall not be supported from State funds. These costs include, but are not limited to: supplies and materials used in producing the good or service; additional personnel required to serve clients; specialized equipment; liability insurance; and other costs directly related to the live client project as distinguished from an instructional program that does not produce income. In the context of construction live client projects, these costs include, but are not limited to: all building materials; land; land improvements; amounts paid to subcontractors for work not performed by College students or employees; any actual interest paid on construction loans or financing arrangements provided for by a partnering third-party entity; and any legal fees and closing costs that may be required. Live client project receipts may also be used to supplement instructional costs of those programs engaging in live client projects. The instructor responsible for the live project shall maintain detailed records so that the College may prepare annual financial statements and a complete audit of the account may be made after the close of the fiscal year.

A. Where federal programs are involved, federal regulations do not permit goods to be sold. In such programs, goods produced may be used for the benefit of the College or donated to another nonprofit charitable organization, educational agency or institution.

B. For live projects that involve the repair of equipment purchased with State funds or Federal surplus property, the repair of this equipment and its sale as surplus shall follow the State Division of Purchase and Contract regulations. The proceeds of such sales shall be deposited with the State Board of Community Colleges and credited to the College's equipment budget.

C. The College may use a combination of State funds and live client project receipts to support costs associated with providing services to patrons, such as cosmetology and dental hygiene services.

D. If the college decides to discontinue a live client project activity, any unexpended funds in the live client project institutional account shall be used for other live client projects or used consistent with the provisions of 1E SBCCC 700.7.

VI. Construction Live Projects

A. The College shall not engage in live client construction projects that repair or remodel property for companies or individuals that are in the construction business, unless the property undergoing repair or remodeling is used in the usual course of the business and is not being resold.

B. For construction live client projects where a permanent building is constructed on the College's campus or on property owned by the College, the College shall follow all requirements of the General Statutes in acquiring the building materials and any subcontracted work, as well as in disposing of the building and property. College employees on the College's permanent payroll are permitted to perform construction or repair work as long as project costs do not exceed the maximum thresholds established in G.S. 143-135. A project cannot be subdivided to evade the provisions of G.S. 143-135.

VII. Liability Issues

A. Prior to entering into any live client projects, the instructor for the live project must obtain all the appropriate signatures on the Request for Live Project form. The participating clients must sign the form, acknowledging the waiving of all liability for work, projects and services provided by the College. The participating clients shall assume any and all risk, as well as all future liability, for the live client project when the College declares the students/instructor(s) involvement terminated and the live client project finished. No item held by the college shall be deemed a live project or the responsibility of college officials until the appropriate form has been submitted and approved.

B. When a live project has been completed, the property owner will be notified. As applicable, the property owner will have six months to retain their property. If the owner fails to retain the live project property within the six month timeframe the item will become property of the college and disposed of as the college sees fit.

Adopted: September 9, 2019

Updated: March 1, 2023

Legal Citation: 1H SBCCC 300.1

**Student Government Association
May 10, 2023**

The last Food Truck event for the term is planned for May 3, 2023 as part of “Work Force Wednesday.” The SGA is sponsoring the annual Spring Semester Snack Attacks on May 4, 2023 (morning) and May 8, 2023 (afternoon) to give students a break during exams.

Judith Mendoza-Hernandez has been selected as the SGA President for 2023-2024. Ms. Mendoza-Hernandez is an Associate in Science CCP student from Troy.

The following students have been selected to serve as College Ambassadors:

- Olivia Thomas - Early College Associate in Science – Candor, NC
- Sasha Eury- Associate Degree Nursing – Albemarle, NC
- Wesley Williams – Associate in Science – Robbins, NC
- Carter Griffin – Associate in Engineering – Biscoe, NC

**President's Report
May 10, 2023**

Activities since the April Board Meeting

4/11/23	Cabinet Meeting
4/12/23	Ms. Stanley County (Shelby Sides) came to visit the college
4/13/23	ERP Modernization Signing Ceremony
4/19/23	Meeting with Senator Dave Craven
4/20/23	Rotary Meeting
4/25/23	Cabinet Meeting
4/26/23	Department of Energy Dinner
4/27/23	Director of IE Hiring Committee Meeting
4/27/23	Rotary Meeting
4/27/23	PTK Induction Ceremony
5/1/23	Conducted Interviews for the Director of IE
5/3/23	Workforce Ready Signing Day Celebration
5/3/23	Troy EDC Meeting
5/4/23	Rotary Meeting
5/8/23	BLET Graduation
5/9/23	Cabinet Meeting
5/9/23	Nursing Pinning for MPR

Upcoming Activities

6/5/23	Dr. Donat SACSCOC College Visit
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Board of Trustees Information

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

Summer Camp Schedule

DATE	DESTINATION	TIME
June 19-21	Whistle Stop Culinary Camp	9AM –12PM
July 10-13	Mystery on the Legend Express	9AM–4PM
July 11-12	Photography	9AM–2PM
July 17-20	Drone	9AM–2PM
July 17-18	Teacher Cadet Camp	9AM–12PM
July 18	MCC Allied Health	9AM–2PM
July 24-25	Ag Camp	9AM–12 PM
July 24-25	Medical Careers	1PM–4PM
July 24-27	Pottery	9AM–12 PM
Aug 1-3	Coding	9AM–12 PM



All Camps Are FREE
 Grades 4 –8
 Limited Seats Available
 Transportation NOT Provided
 Call 910-898-9672 to register



Get On Board
 to discover careers with a
 first class ticket for fun!

June 19-21, 9AM –12 PM

Whistle Stop Cafe Culinary Camp

This delicious camp, designed for kids who share a passion for cooking, baking and possibly a career in Culinary Arts. Students will prepare various items including breads, entrees, appetizers and even desserts. We will ask for any dietary restrictions/allergies at camp registration to help assist with any recipe-altering prior to camp start.

July 10-13, 9AM – 4PM

Mystery on the LEGEND Express

Bionetwork and the Montgomery County Sheriff's department are need help solving a mystery. Do you love true crime TV or mystery? Join us to learn about the different careers in law enforcement, how forensic science works and try your hand at lab activities such as DNA profiling and finger printing.

July 11-12, 9AM–2PM

Picture your Future

Are you a creative person interested in capturing life through a lens? Many photographers are self-employed, the hours are flexible so they can meet with current and potential clients or visit the sites that they will photograph. Photographers use their technical expertise and creativity to produce and preserve images that visually tell a story or record an event.

July 17-20, 9AM – 12 PM

Drone Flight Camp

Not only are drones fun to fly, there are many emerging careers that use drone technology. From forest management, photography, emergency services and videography, the uses are endless! Campers will build their own drone, have hands-on flight training as well as learn about FAA guidelines for recreational and commercial use.

July 18, 9AM – 2PM

MCC Allied Health Camp

Come explore different health care careers that you can complete at Montgomery Community College; such as dental assistance, medical office, nursing and phlebotomy. Learn what each profession does and the education path to enter a health care field. Campers will participate in fun activities focused on personal health and hygiene like the importance of handwashing and healthy eating.

July 24-25, 9AM – 12PM

Agriculture Camp

Are you interested in learning about Montgomery County agriculture, including animals, crops, and basic gardening? Join us for Ag Camp! We will explore Montgomery County agriculture and how these skills can be used for hobbies, to be self-sustaining and the careers that can be found in agriculture.

July 24-25, 1PM – 4PM

Medical Career Camp & First Aid

Make the world a safer place and learn about first aid and how to respond to common emergencies. If you feel called to serve your community, working in a medical field may be a good fit. Explore different careers that utilize medical training. There are currently many job opportunities in each of these service-oriented careers where no day is ever the same!

July 24-27, 9AM – 12 PM

Pottery Camp

Pottery Camp teaches students hand building and wheel throwing techniques in a relaxed environment, while being encouraged to express their creative side. While many consider this heritage craft a hobby, career opportunities do exist! Seagrove is thought to have the second highest population of potters in the world. From production pottery such as dinnerware to small business opportunities and one-of-a-kind pieces, craft artists have valuable skills.

August 1-3, 9AM –12PM

Coding Camp - Object-Oriented Programming in Java with Games and Simulations

Technology changes daily, creating a need for people to both create and operate programs. Coding is the foundation of these skills! Starting a coding journey early-on is a great way to provide an excellent set of skills. Computer coding promotes creativity, develops problem solving skills and more importantly, it is really fun!



May 1, 2023

Mr. Burr Sullivan
Chair, State Board of Community Colleges
200 West Jones Street
Raleigh, NC 27603

Dear Chairman Sullivan,

The Montgomery Community College Board of Trustees has conducted a thorough annual evaluation of its College President, Dr. Chad A. Bledsoe. The following is documentation and certification that the reporting requirements outlined in 1C SBCCC 300.2 have been met:

1. The time period for which its president was evaluated and the date the evaluation was completed.

Dr. Bledsoe was evaluated for the time period of March 15, 2022 to March 14, 2023. The evaluation was completed on April 12, 2023.

2. Description of the methodology used for the evaluation.

A presidential evaluation instrument with a performance-based rating scale and a section for comments was presented to the trustees. At the January 11, 2023 Board meeting, Chairman Bulthuis presented information to the Board of Trustees including results of the direct reports' survey, a job description of the President, goals of the President, annual accomplishments of the president and a presidential evaluation instrument. This information was distributed to the members present and mailed to the trustees not at the meeting. Completed instruments were received from 13 of the 13 trustees. Chairman Bulthuis presented a compilation of the evaluation and reviewed the results with the Board of Trustees at the regular monthly Board of Trustees Meeting held on April 12, 2023. Results were shared with Dr. Bledsoe at the April 12, 2023 Board of Trustees meeting. A copy of the written compilation shall become part of the president's permanent personnel file.

3. Certification that the evaluation included an assessment of the president's performance in each of the six categories in 1C SBCCC 300.98.

The evaluation instrument contains 31 items arranged in the required six categories with the opportunity for trustees to offer comments. The categories are these: General Administration; Relationship with the Board; Community Relations; Staff and Personnel Relationships; Academic Administration; Personnel Administration; Fiscal/Facilities Administration; and Personal Attributes.

4. Certification that the full board discussed the evaluation results and the results were discussed with the president.

At the Board of Trustees' Monthly Meeting held on April 12, 2023 the minutes reflect that the Board of Trustees went into Closed Session to discuss the president's evaluation. During the Closed Session, Chairman Bulthuis reviewed all the evaluations with the Board. A copy of Dr. Bledsoe's contract was distributed to each Trustee and discussed by the Board. Following the discussion with the Board, Chairman Bulthuis and the Trustees then shared the results of the evaluation with Dr. Bledsoe.

5. Certification that appropriate action, as defined by the local board, has been taken if the president's performance is less than satisfactory in any of the categories.

There was no need for the Board to take any action regarding the president's performance.

Thank you for the opportunity to share this information and for your excellent leadership as Chairman of the State Board of Community Colleges.

Sincerely,

Claudia B. Bulthuis, Chairman
Montgomery Community College Board of Trustees

cc: Mr. William Carver, Interim NCCCS President
Burr Sullivan, State Board Chairman
Sondra Jarvis, Executive Director of State Board Affairs
Personnel File- Dr. Bledsoe
MCC Board of Trustees



Blaze Your Trail

June 14, 2023	5:30 p.m.
July, 2023	
August 5, 2023	8:00 a.m.
August 9, 2023	11:30 a.m.
August 29, 2023	5:30 p.m.
September 13, 2023	5:30 p.m.
September 22, 2023	6:00 p.m.
October 11, 2023	5:30 p.m.
November 3, 2023	
November 8, 2023	11:30 a.m.
November 8, 2023	5:30 p.m.
November 9, 2023	11:00 a.m.
December, 2023	
December 8, 2023	6:00 p.m.

Board of Trustees Calendar of Events

2023

Committee/Board Meeting
No Board Meeting
Board Retreat(Blair Auditorium)
Foundation Board Meeting
Scholarship Awards Ceremony (Capel Hall - Multi-purpose Room)
Committee/Board Meeting
Foundation Dinner and Raffle Fundraiser (Garner Center)
Committee/Board Meeting
Shooting Clays Tournament (Dewitt's - Ellerbe NC)
Foundation Board Meeting
Committee/Board Meeting
Veterans Day Ceremony- MCC Flagpole
No Board Meeting
Board Christmas Dinner

Montgomery Community College
County Funds - Board Report for April 2023

	2022-2023 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY23
Salaries	244,557	201,069	43,488	82%
Benefits	126,063	97,123	28,940	77%
Contracted Services	27,250	21,494	5,756	79%
Supplies & Materials	46,366	42,654	3,712	92%
Professional Development (Travel)	946	135	811	14%
Utilities	337,938	264,804	73,134	78%
1 Repairs & Maintenance	22,513	19,747	2,766	88%
Membership & Dues	925	925	-	100%
Insurance & Bonding	37,149	3,969	33,180	11%
Other Current Expenses	5,603	4,800	803	86%
Non-Capitalized Equipment	1,490	-	1,490	0%
Total Current Expense	850,800	656,720	194,080	77%

1 Includes annual maintenance contracts paid in July.

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's March 2023 Report	1,105,306
Add: Prior FY Property Tax Allocations from County Report	450,562
Add: FY23 Property Tax Allocation from County Report	70,975
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,801,843
Less: Prior FY Projects	(1,148,134)
Less: 2022-23 Projects -Floors Building 600, Burglar/Fire Alarm Upgrades, Sidewalk Repairs, School Car, Tree Removal, Parking Lot Striping, roof repairs, office renovation	(158,208)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 04/30/23	\$ 495,501

Montgomery Community College
State Funds - Board Report for April 2023

	2022-2023 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY23
Salaries- Full Time	4,874,402	3,718,956	1,155,446	76%
Salaries- Part Time	898,137	682,305	215,832	76%
Salaries- Full Time & Part Time	5,772,539	4,401,261	1,371,278	76%
Benefits	2,238,783	1,787,424	451,359	80%
Contracted Instruction	139,353	86,857	52,496	62%
Financial/Audit Services	97,684	88,137	9,547	90%
I.T. Contracted Services	4,500	-	4,500	0%
Other Contracted Services	38,113	32,184	5,929	84%
Contracted Services	279,650	207,178	72,472	74%
Supplies & Materials	312,143	200,967	111,176	64%
Professional Development & Travel	118,777	61,164	57,613	51%
Communications	85,121	66,305	18,816	78%
Equipment Repair	31,982	20,843	11,139	65%
Maintenance Agreements	133,817	30,917	102,900	23%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	165,799	51,760	114,039	31%
Advertising	96,218	79,470	16,748	83%
Finish Line Grant	28,101	3,476	24,625	12%
Credit Card Electronic Processing	11,680	4,716	6,964	40%
Short-term Workforce Dev. Grant	12,971	12,971	-	100%
Summer Accelerator Grant	24,663	-	24,663	0%
Longleaf Complete Grant	16,106	-	16,106	0%
Child Care Assistance Grant	55,804	4,044	51,760	7%
Workforce Resilience CE Grants	21,569	4,096	17,473	19%
Other Current Expense	34,493	33,118	1,375	96%
Other Current Services	205,387	62,422	142,965	30%
Software License Renewal	148,249	115,038	33,211	78%
Other I.T. Rentals/ Leases	121,044	63,066	57,978	52%
IT Rentals/Leases/Licenses	269,293	178,104	91,189	66%
Insurance and Bonding	19,492	1,087	18,405	6%

Montgomery Community College
State Funds - Board Report for April 2023

	2022-2023 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY23
Membership & Dues	35,547	16,249	19,298	46%
Minor Equipment Low Risk < \$5K	55,476	47,954	7,522	86%
Minor Equipment High Risk <\$5K	54,880	54,129	751	99%
Minor Equipment	110,356	102,084	8,272	93%
Total Current Expense	9,709,105	7,215,475	2,493,630	74%
Equipment	204,112	64,457	139,655	32%
Perkins Equipment	10,186	9,251	935	91%
Perkins Non-Cap Equipment	7,928	3,755	4,173	47%
Books	39,085	15,815	23,270	40%
Equipment & Books	261,311	93,278	168,034	36%
Total Expenses	9,970,416	7,308,753	2,661,664	73%

Montgomery Community College
Institutional Funds- Board Report for April 2023

	2022-23 Beginning Balance	2022-23 Revenue	2022-23 Expense	Cash Balance 04/30/23
1 Pell Overpayments	(4,223)	-	-	(4,223)
Veterans Reporting Fee	2,320	512	275	2,557
Overhead Receipts 75%	14,833	5,559	2,128	18,264
Current General & Miscellaneous	37,481	1,134	1,098	37,517
Administrative Support	4,949	1,030	5,979	-
Overhead Receipts 25%	13,450	1,853	-	15,303
Excess Fee Receipts	-	100	100	-
Textbook Rental	27,488	15,675	12,014	31,149
College Work Study	-	14,896	14,896	-
CARES Act-Institutional	(12,142)	608,350	596,207	-
Lost Revenue HEERF II	157,102	17,828	17,828	157,102
Total Institutional Support	241,258	666,937	650,526	257,669
Forestry Program	5,823	84,511	-	90,334
Specific Fees	117,243	79,029	78,245	118,027
Live Projects: Taxidermy	349	-	-	349
Self Supporting Curriculum	14,228	-	100	14,128
Distance Learning	1,224	-	-	1,224
NC Live Grant	409	-	-	409
Technology Fee-Curriculum	88,347	13,925	1,355	100,918
Golden Leaf FY20	-	-	-	-
Total Curriculum Instruction & Fees	227,624	177,465	79,700	325,389
Scrap Metal Fund HVAC	768	-	-	768
Self Supporting	100,121	38,755	16,676	122,201
Community Service	1,712	-	-	1,712
Career Readiness	2,173	-	-	2,173
Small Business Center	9,345	376	2,168	7,553
Specific Fees: Occupational Extension	118,139	27,549	46,772	98,917
Horticulture: Live Project	878	-	-	878
CE Grants/Scholarships	42,625	18,000	29,500	31,125
2 DOL-AWESM Grant	(10,131)	42,954	41,242	(8,419)
Fire Training Center Grant	12,312	-	-	12,312
Technology Fee: Continuing Education	2,008	-	-	2,008
3 LSTA Grant	-	-	2,229	(2,229)
Total Cont Ed/Non-Curriculum Inst & Fees	279,950	127,634	138,586	268,998
4 NCWorks Grant Adult Services/Dislocated Worker	-	107,529	148,831	(41,302)
NCWorks Finish Line Grant	-	1,745	1,745	-
Total NC Works	-	109,274	150,576	(41,302)
Operational Funds	42,251	1,000	24,101	19,150
5 Sales Tax Utilization	-	138,369	158,208	(19,839)
Agricultural Expansion	-	68,156	3,500	64,656
Total Plant Operation & Maintenance	42,251	207,525	185,809	63,967
Library Fund	-	275	-	275
Vending	18,589	11,414	7,288	22,715
Bookstore Vending	66,523	4,880	-	71,403
General Store	1,338	9	-	1,347
Parking Fee	31,531	2,648	-	34,179
Student Government Association	47,960	23,133	11,893	59,200
Graduation Fund	2,007	4,795	3,651	3,151
Student Ambassador	31,601	2,470	249	33,822

Montgomery Community College
Institutional Funds- Board Report for April 2023

	2022-23 Beginning Balance	2022-23 Revenue	2022-23 Expense	Cash Balance 04/30/23
Club Accounts	70,612	-	-	70,612
6 Agency Fund	(12,460)	-	-	(12,460)
Funds for Others	6,276	-	-	6,276
Restricted Scholarships Held	-	-	-	-
Loan Funds Held & Dist	-	-	-	-
Total Proprietary/Other	263,976	49,625	23,081	290,521
GEER Scholarship	161	-	-	161
FSEOG	846	33,136	33,136	846
7 Pell Grant	(8,589)	822,894	823,756	(9,451)
Education Lottery Scholarship	-	51,084	50,318	766
Golden LEAF	-	31,468	31,468	-
NC Community College Grant	(225)	52,442	50,858	1,359
High Demand/Low Enrollment	-	1,272	1,272	-
8 MCC Foundation Scholarship	-	135,504	135,514	(10)
Wells Fargo Scholarship	-	500	500	-
Less Than Half-time	-	1,140	1,140	-
SGA President Scholarship	-	1,500	1,500	-
SECU Scholarships	-	6,250	6,250	-
LongLeaf Commitment Grant	836	40,828	36,490	5,174
NCSEAA FELPS Sch	-	5,250	5,250	-
STWD Short-Term Workforce Development	-	12,971	12,971	-
CARES Act-Student	-	-	-	-
Total Student Aid- Grants & Scholarships	(6,971)	1,196,239	1,190,423	(1,155)
Capital Projects- Sales Tax Utilization/Ag Expansion	-	-	-	-
Bond-Bldg 100 Int/HVAC/Roof	-	-	-	-
Bond-Blair Hall & Outside Amphitheater	-	-	-	-
Metal Finishing Lab	56,609	-	50,540	6,069
SCIF: Capel Hall Reno #2672	-	90,500	90,500	-
Golden LEAF-FY2020-085	-	-	-	-
Total Capital Assets	56,609	90,500	141,040	6,069
Total Institutional Funds: First Bank	1,104,698	2,625,200	2,559,741	1,170,157
STIF Account as of 04/30/23		Interest This Year	Prior Y.E. Balance	Current Balance
Operational Funds		752	45,180	45,933
Self Supporting- Continuing Education		182	10,922	11,104
Technology Fees		1,336	80,218	81,554
Bookstore		1,055	63,324	64,379
Total Institutional Funds: State Treasury		3,325	199,644	202,969
1 Pell Overpayment(Due from Students)				
2 Due from Forsyth Tech				
3 Due from State				
4 Due from NC Works (WIOA)				
5 Due from County				
6 FA Bookstore Charges				
7 Due from Students				
8 Due from MCC Foundation				

Montgomery Community College Foundation

Funds Statement FY 2022-2023

Fiscal Year To Date 7/1/2022 thru 6/30/2023			
Wells Fargo	STIF	First Bank	Total

Beginning Value	\$3,660,486.64	\$285,837.60	\$129,060.24	\$4,075,384.48
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Receipts				
Interest/Dividends	\$86,702.29	\$4,714.63	\$21.92	\$91,438.84
Deposits	\$62,759.20	\$61,875.88	\$183,376.97	\$308,012.05
Total Receipts	\$149,461.49	\$66,590.51	\$183,398.89	\$399,450.89

Disbursements				
Fees/Withdrawals	\$151,262.23	\$66,752.61	\$183,228.60	\$401,243.44
Total Disbursements	\$151,262.23	\$66,752.61	\$183,228.60	\$401,243.44

Market Value Net Change	\$228,151.28	\$0.00	\$0.00	\$228,151.28
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Ending Value	\$3,886,837.18	\$285,675.50	\$129,230.53	\$4,301,743.21
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Net Change	\$226,350.54	(\$162.10)	\$170.29	\$226,358.73
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Month of April 2023			
Wells Fargo	STIF	First Bank	Total

	\$3,875,203.57	\$285,753.43	\$135,574.86	\$4,296,531.86
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	\$4,734.61	\$715.47	\$2.29	\$5,452.37
	\$12,467.00	\$5,567.00	19,715.70	\$37,749.70
	\$17,201.61	\$6,282.47	\$19,717.99	\$43,202.07

	\$56,433.65	\$6,360.40	\$26,062.32	\$88,856.37
	\$56,433.65	\$6,360.40	\$26,062.32	\$88,856.37

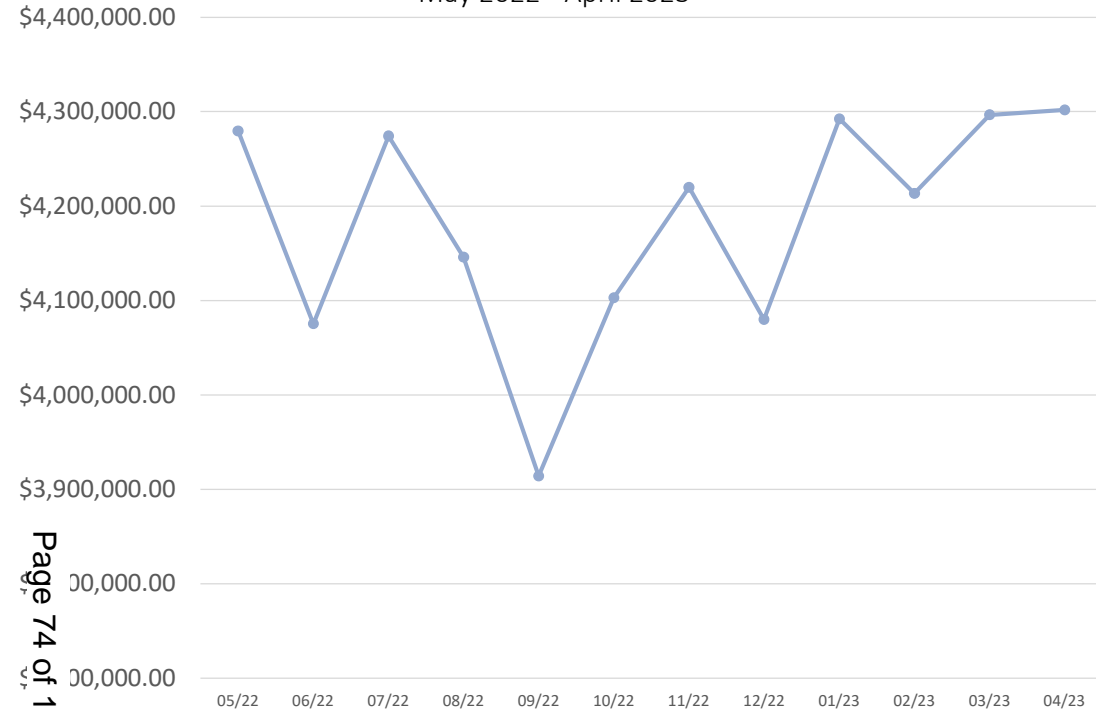
	\$50,865.65	\$0.00	\$0.00	\$50,865.65
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	\$3,886,837.18	\$285,675.50	\$129,230.53	\$4,301,743.21
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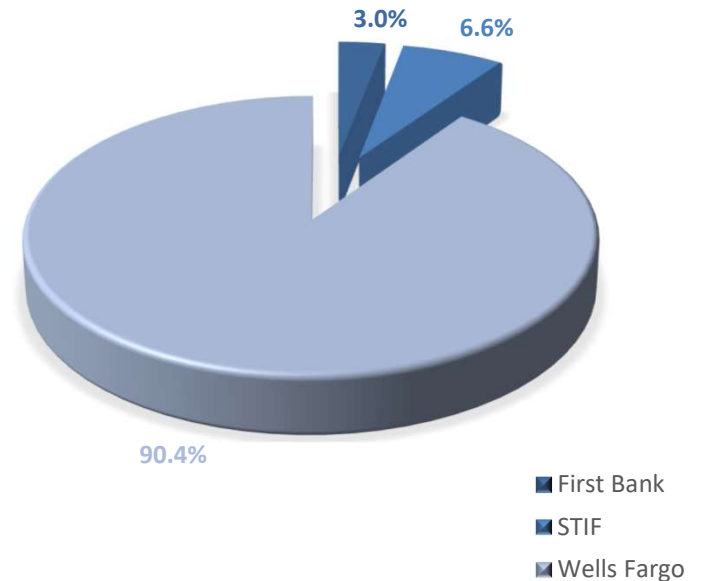
	\$11,633.61	(\$77.93)	(\$6,344.33)	\$5,211.35
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Foundation Funds Value

May 2022 - April 2023



Foundation Funds Distribution





In-Kind Contribution Transfer

GRANTEE ORGANIZATION

Organization: Montgomery Community College Foundation
Program: MCC Welding Department
Program Contact: Michael Holder

DONOR INFORMATION

Donor's Name: Jordan Innovative Fabrication
Address: 275 Sedberry Road Biscoe, NC 27209
Phone:
Email:
Date Provided: April 17, 2023

To the best of our knowledge the below goods and/or services were donated to our organization in support of the program listed below.

Description of Donation	Fair Market Value	Transfer To
(3) pieces of 16GA(.0538MN) X 48 X 8 metal & (17) pieces of 1/8 X 8 X 20	\$1,108.95	Welding Department
TOTAL:		\$1,108.95

Gift Acceptance Policy - The donation Fair Market Value (FMV) shall not be specified in the donation acknowledgement letter. Non-cash donations shall be acknowledged and accepted by the Foundation Board of Directors. The Foundation Board of Directors shall approve transfer of non-cash donations intended for the College. Donations shall be acknowledged and accepted by the College Board of Trustees. All non-cash donations shall be entered into the Foundation financial records.

Approved on: _____

1011 Page Street · Troy, NC 27371 · (910) 898-9603 · tuckere5282@montgomery.edu

Montgomery Community College Foundation is an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code; Tax ID #56-1834221



In-Kind Contribution Transfer

GRANTEE ORGANIZATION

Organization: Montgomery Community College Foundation
Program: MCC Gunsmithing Department
Program Contact: Mark Dye

DONOR INFORMATION

Donor's Name: Boon and Mary Chesson
Address: 1401 Cortland Rd. West
Charlotte, NC 28209
Phone:
Email:
Date Provided: March 13, 2023

To the best of our knowledge the below goods and/or services were donated to our organization in support of the program listed below.

Description of Donation	Fair Market Value	Transfer To
Engraving ball, a set of engraving hand tools, and some engraving books	\$300.00	Gunsmithing Department
TOTAL:		\$300.00

Gift Acceptance Policy - The donation Fair Market Value (FMV) shall not be specified in the donation acknowledgement letter. Non-cash donations shall be acknowledged and accepted by the Foundation Board of Directors. The Foundation Board of Directors shall approve transfer of non-cash donations intended for the College. Donations shall be acknowledged and accepted by the College Board of Trustees. All non-cash donations shall be entered into the Foundation financial records.

Approved on: _____

1011 Page Street · Troy, NC 27371 · (910) 898-9603 · tuckere5282@montgomery.edu

Montgomery Community College Foundation is an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code; Tax ID #56-1834221

Grants Applied or in Process 2022/2023					
People Helping People (REMC)	Fee Assistance for HiSET (High School Equivalency Testing(Funding to assist low-income High School Equivalency students who cannot afford the HiSET testing fees.	1 Year	\$1,000	Submitted May 30, 2023
NCEM State & Local Cybersecurity Grant Program (SLCGP)	MCC Cybersecurity Enhancement Program	MCC is applying for this SLCGP funding to add an additional layer of security to our cloud environment with a virtual firewall and a more secure environment for servers.	4 Years	\$80,132	Submitted April 24, 2023
Montgomery Fund	MLK Day Challenge Support	This event, hosted on MLK Day, will provide 15,000 meals to residents in Montgomery County in need of food assistance. Meals are distributed to all food pantries in Montgomery County and through the Montgomery County Communities in School Backpack Pals Program.	1 Year	\$2,000	Submitted April 18, 2023
Lowe's Foundation - Gable Grants	Enhancing the Skilled Trades Programs at Montgomery Community College	A two-year grant to help build a sustainable infrastructure of innovative training programs to cultivate more job-ready tradespeople and address the skilled trades labor shortage throughout the U.S. The Lowe's Foundation Gable Grants program will also aim to increase the number of young and diverse tradespeople, particularly from underrepresented and rural communities.	2 year	\$375,000	Submitted April 6, 2023 Denied May, 2023
Grants Awarded 2022 - 2023					
UNC System Faculty Awards for Southeast Asian Studies	From the CIA's Secret Base of Long Cheng, Laos to the Carolinas: The North Carolina Hmong Project - A Journey Worth Sharing	This project will begin the documentary of the Hmong stories in North Carolina as part of the 50th Anniversary of the Hmong massive exodus out of Laos as refugees. A traveling museum will be developed from these stories and shared with other community colleges and universities.	1 year	\$3,000	Submitted March 2023 Approved April 2023
National Rifle Association (2)	Gunsmithing Merit Scholarships (NRA - W) Gunsmithing Merit Scholarships (NRA - E)	Merit Scholarships Merit Scholarships	1 year	\$8,000	Submitted October 2022 West - Approved February 2023 East - Approved March 2023
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 Approved June 2022

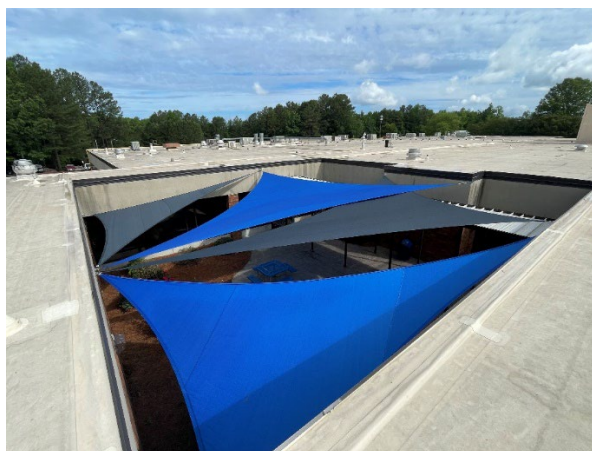
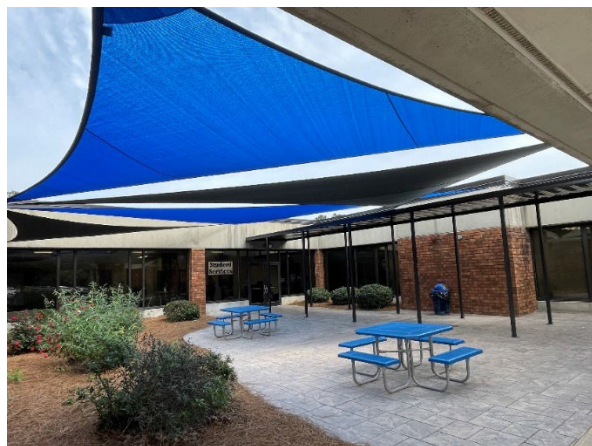
Montgomery Community College Facilities and Construction Update June 2023

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) has passed its final inspection from the state. The close out of this project is in progress.
 - Budget: (NC Bond) \$3,895,000 (Golden Leaf) \$150,000
 - Disbursed to Date: (NC Bond) \$3,519,249 (Golden Leaf) \$150,000

Facilities

- **Buildings**
 - New custom shade sails were installed in front of Student Services in the courtyard. The shades have reduced the amount of sun shining into the windows at Student Services and has created an inviting place for students and employees.



- Maintenance has begun to retrofit old fluorescent light fixtures in Capel Hall's restrooms to LED lights. This summer maintenance will be replacing 200+ fluorescent lights in the Multi-purpose room to LEDs.

Forestry Road Repair

To comply with EPA standards and to repair issues with drainage and ponding, the forestry road that runs along the firing range to the Building 700 needs work done. Two areas will have DOT approved culverts installed to locate water away from the road. At the stream crossing, the existing culvert will be removed and replaced with a larger culvert to help with drainage. A number of new drainage turn-outs will be constructed to direct water off the road. Once all the grading is finished, 250 tons of gravel will be placed on the road. Behind Building 700 the large mound of dirt will be removed and grading will be done to prevent water from ponding. We are proposing to accept the bid of \$23,870 from Lemonds Backhoe to complete the work. The funding will be covered from the recent Timber Sale project in which we received over \$85,000.



Bid Tabulation: FORESTRY ROAD REPAIRS

Montgomery Community College


DATE: 5/24/23

Single Prime General Contractor	License No.	Awarded	HUB Vendor	Base Bid	Alternate 1	Alternate 2	Alternate 3			Total
Lemons Backhoe		yes		23,870						\$23,870
Bruton Grading		no		33,065						\$33,065
Dennis Backhoe		no		no bid						no bid


NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

CAPITAL IMPROVEMENT PROJECT APPROVAL

NEW PROJECT

College 

Project Name **NCCCS Project No.**

Campus  **County**

I. TYPE OF PROJECT:

II. DESCRIPTION OF PROJECT:

*For description of a renovation of existing facility project, please include scope of work, description of existing facility (location, size (SF) and floors, materials, use of interior spaces), description of renovation (location, size (SF), materials, use of spaces), overview of facility's existing and new instructional programming, and any special construction requirements (permitting, abatement, demolition, etc.).

Insert project and amendment description here.

Building 100 (64,090 sq. ft), Building 200 (44,800 sq. ft), Building 300 (3,878 sq. ft), Building 500 (8,600 sq. ft), Building 600 (6,378 sq. ft) and Building 700 (7,150 sq. ft) will have upgrades to security by implementing keyless entry to all exterior doors and a select number of interior doors. Eighteen (18) exterior doors and twelve (12) interior doors were identified for this project. The new upgrades will have a "lockdown" feature to secure all campus buildings in emergency situations. A large part of this project will include modifications of our exterior entry and interior doors to accommodate keyless entry.

- ☐ **Project to be constructed/renovated on college owned property**
- ☐ **Project to be constructed/renovated on leased property**

Provide the System Office a copy of lease that meets criteria as addressed in **Capital Improvement Manual**.

This form was prepared by:

Name:

Signature:

Contact Number:

Date:

CPC Signature:

III. ESTIMATED COST OF PROJECT:**A. PRE-CONSTRUCTION COSTS**

1. Site Grading and Improvements (not in III B)

2. Demolition (not in III B)

Subtotal "A"

0.00

B. CONSTRUCTION

1. Design Fee

0.00

2. Construction.....

190,000.00

3. Construction Contingency

9,500.00

4. Other Contracts

5. Other Fees

Subtotal "B"

199,500.00

C. Other Costs

1. Initial Equipment.....

2. Work Performed by Owner

Subtotal "C"

0.00

TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)**\$199,500.00****IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:****A. NON-STATE FUNDS**

1. County Appropriated

2. County Bonds

3. ▼4. ▼5. ▼**Subtotal "A"**

0.00

**B. STATE FUNDS (Handled locally by college
- not reimbursed through System Office)**1. ▼2. ▼3. ▼**Subtotal "B"**

0.00

C. STATE FUNDS (Reimbursed by the System Office)

1. Budget Code 42120 R&R SCIF \$400M ▼

199,500.00

2. Budget Code ▼3. Budget Code ▼4. Budget Code ▼**Subtotal "C"**

199,500.00

Total Sources of Funds Available (IV A, B, C)**199,500.00****D. UNIDENTIFIED FUNDS**

1. Unidentified Funds (Do not include on the NCCCS 2-16)

Subtotal "D"

0.00

Total Sources of Funds Including Unidentified**\$199,500.00**

V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES

To the State Board of Community Colleges:

We, the Board of Trustees of Montgomery Community College
do hereby certify:

1. That the information contained in this application is true and correct to the best of our knowledge and belief, and do hereby request approval from the State Board of Community Colleges for this application and for the utilization of \$199,500.00 State funds reflected on Page 3, which are appropriated and have been allocated for the use of our college. These funds, along with the non-state funds shown, will be used exclusively for facilities, equipment for those facilities, land, or other permanent improvements described herein and in accordance with the minutes and resolution of the Board of Trustees dated 6/14/2023 .

- ☒ As part of this certification, the Board of Trustees certify that any equipment purchased with the State Funds must have a useful life of 10+ years.
- ☒ As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by State Funds, therefore will not be reimbursed.

2. That the described permanent improvements are necessary for meeting the educational needs of the area served and that this proposed project is in accordance with the rules and regulations adopted by the State Board of Community Colleges.

3. That a fee simple title held by the Board of Trustees to the property upon which the said facilities or improvements are to be made, or that a long-term lease, as described in the North Carolina Community College System Capital Improvement Guide, is held by the Board of Trustees.

4. That in formal sessions with a quorum present, the Board of Trustees authorized this application and further authorized the Chairman and the Chief Administrative Officer of this Board to execute all papers required by the rules and regulations of the State Board of Community Colleges.

Chairman - Board of Trustees

Chief Administrative Officer/President

**Montgomery Community College
Employee Appointments
May 2023**



Gunsmithing Instructor - On May 1, 2023, **Alex Williams** was hired as a 12 Month Gunsmithing Instructor. He holds an Associate's degree in Gunsmithing from Montgomery Community College. He attended MCC's Gunsmithing program from August 2015 – July 2017. Prior to accepting this position, Alex served as the Program Coordinator of Short-Term Gunsmithing Courses for MCC from November 2017 to April 2017. Prior to coming to MCC, he worked as a General Manager for UHaul from February 2013- August 2015.

Office #158, 910-898-9744 (ext.744) williamsa4158@montgomery.edu



Program Facilitator of Short-Term Gunsmithing Courses - On May 15, 2023, **Michael Gardner** was hired as the Program Facilitator of Short-Term Gunsmithing Courses. He holds a Bachelor's degree in Religious Education with a minor in Pastoral Ministry from Heritage Bible College. He holds an Associate's degree from MCC in Gunsmithing and an Associate's degree from Jefferson Community College in Humanities and Social Sciences. Prior to

accepting this position, Michael worked for Victory Arms and Munitions as a Gunsmith from November 2021 to May 2023. His other past career positions were a Freight Segregation Supervisor with Kaplan Early Learning Company from July 2021 to March 2022, an Intern Armorer with OST from June 2021 – July 2021 and an Assistant Customer Service Manager with Harris Teeter from November 2016 – May 2021.

Office #158, 910-898- 9742 (ext.742) gardnerm8558@montgomery.edu

Montgomery Community College
Employee Separations
May, 2023

Matthew Mutarelli – Gunsmithing Instructor– On May 31, 2022, **Matthew Mutarelli**, separated from Montgomery Community College. **Matthew** served MCC for 8 years from 08/2015 to 05/2023.

The GunSmithing Instructor will provide classroom and lab instruction for various subjects related to Gunsmithing. Course content will introduce the basic skills needed to refurbish metal, wood, composites, and laminates as applicable to firearms, to diagnose malfunctions for repair, and to accomplish more complex custom gunsmithing tasks such as restoration of firearms, stock making, barrel work, and repair and custom work. In conjunction with the direct supervisor, evaluate and improve program quality; stay abreast of applicable regulations applied to the industry; and complete all required paperwork accurately and in a timely manner. This position is a 12-month position and will include day, night, and weekend shifts.

TRAVEL AUTHORIZATION

N. C. COMMUNITY COLLEGE SYSTEM

DATE SUBMITTED

ACTION REQUESTED:

<input type="checkbox"/>	Out-of-State Travel	<input type="checkbox"/>	Confirmation of Verbal Approval	<input type="checkbox"/>	In-state Excess
<input type="checkbox"/>	Out-of Country Travel	<input checked="" type="checkbox"/>	*Blanket Travel Authorization	<input type="checkbox"/>	Initial Request
<input type="checkbox"/>	Reimbursement Authorization for Non-State Employee	<input type="checkbox"/>	Special Authorization Allowable	<input type="checkbox"/>	Revised Request
		<input type="checkbox"/>	Request for Additional	<input type="checkbox"/>	Other _____

TRAVELERS: Dr. Chad Bledsoe			
TRAVEL TO: Local and Regional Meetings		SOURCE OF FUNDS: State	
MODE OF TRANSPORTATION: College Vehicle/Personal Vehicle		SUBSISTENCE EXPENSES MAXIMUM PER DAY \$	CONVENTION REGISTRATION \$
REQUESTING DEPARTMENT: President's Office		DEPARTMENTAL APPROVAL	
		DIVISION HEAD _____ DATE _____	
		DEPARTMENT HEAD _____ DATE _____	
TOTAL ESTIMATED EXPENDITURE	DATES OF TRAVEL: PERIOD BEGINNING	PERIOD ENDING	
	July 1, 2023	June 30, 2024	
PURPOSE AND EXPLANATORY REMARKS -- Detail benefit to System in space provided below. Attach conference information, agenda, etc. as appropriate. Request blanket travel authorization to attend local events and meetings related to college business to include all counties in North Carolina and the following annual events outside of North Carolina, SACSCOC Annual Conference, SHOT Show, President's Conferences and the NRA Convention.			
LIST OF OTHER STAFF MEMBERS OR TRUSTEES MAKING TRIP:			

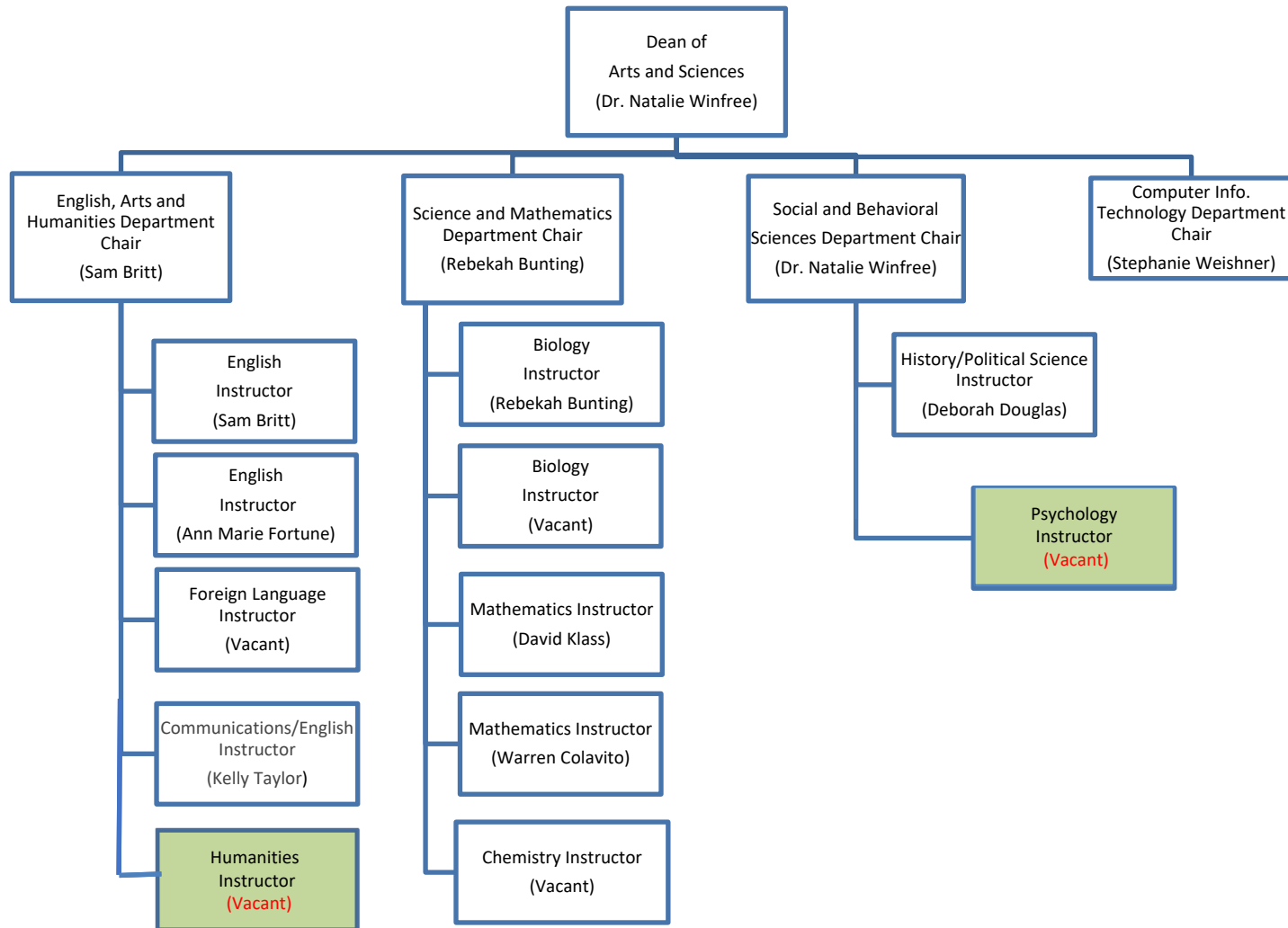
(THIS SECTION FOR STATE OFFICE USE ONLY)

<input type="checkbox"/>	Request Approved	Approval is contingent upon availability of funds and subject to limitations imposed by G.S. 138.6.
<input type="checkbox"/>	Request Denied	
<input type="checkbox"/>	Request Returned	

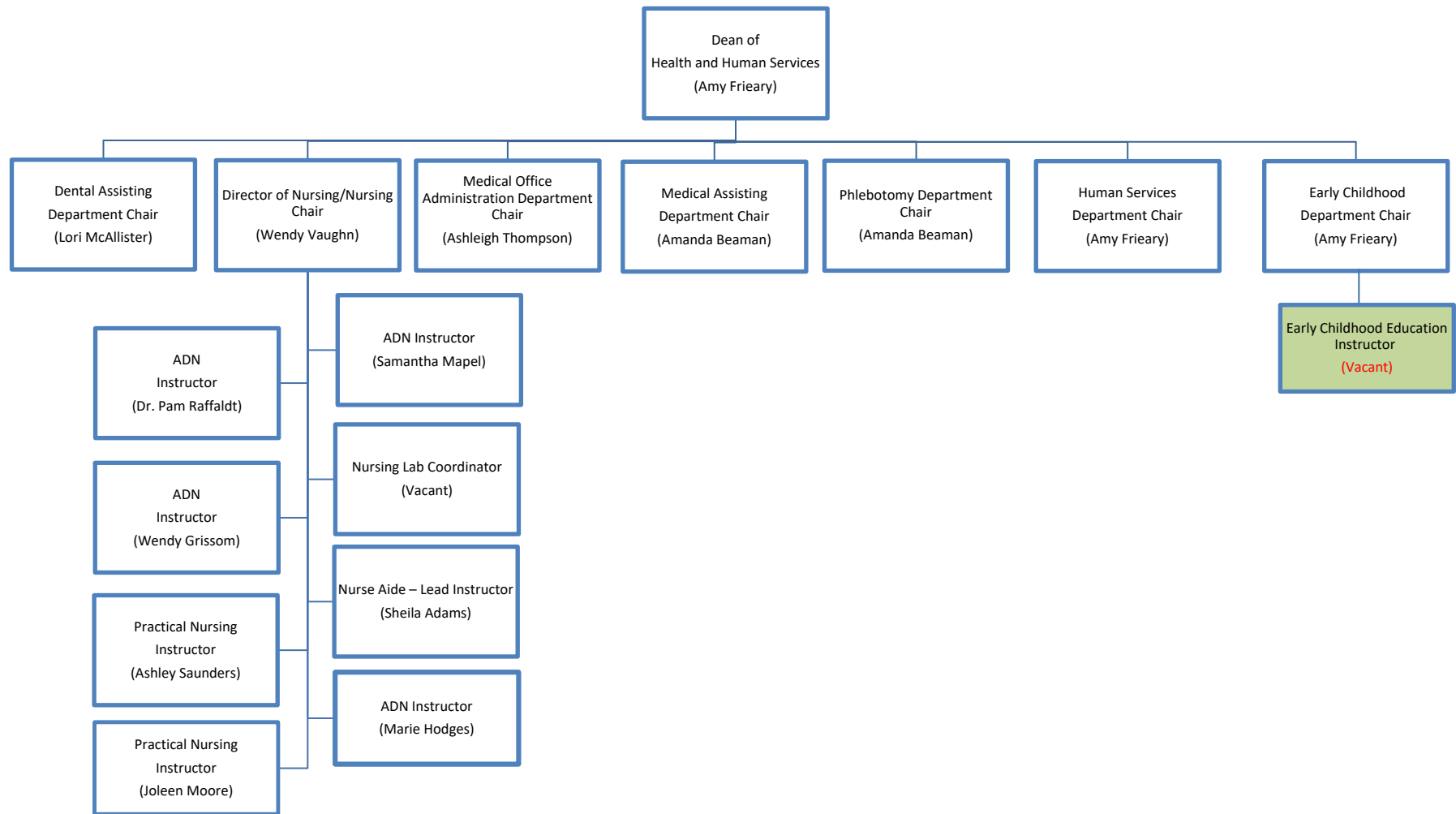
COMMENTS OR REPLY:

		DATE
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Instruction/SS (Arts and Sciences)



Instruction/SS (Health and Human Services)



Updated June 1, 2023



**FT Instructor, Early Childhood
Education, 9 Month**

Class Code:
FF_HH_CHILDED9

MONTGOMERY COMMUNITY COLLEGE
Established Date: Jun 5, 2023
Revision Date: Jun 5, 2023

SALARY RANGE

\$3,784.00 Monthly
\$45,408.00 Annually

POSITION DESCRIPTION:

Provide instruction in the discipline area of Early Childhood or Dual Early Childhood & Human Services in a community college setting. The student population may be a combination of high school, early college, and adult learners. Instruction should focus on student success and promote an environment of life long learning.

ESSENTIAL RESPONSIBILITIES:

Creating an effective learning environment.

- * Keeping current with information and skills in the respective teaching field.
- * Serving on college committees and attending meeting as assigned and/or requested.
- * Assisting in the recruitment, orientation, registration, retention, academic advising, placement, and follow-up of students.
- * Developing and coordinating a plan to ensure Institutional Effectiveness. This includes planning and evaluation activities for the Montgomery Community College planning process, relevant accreditation agencies, and the North Carolina Community College's Annual Program Review.
- * Maintaining current course syllabi.
- * Maintaining accurate records such as:

Daily attendance

Grades

Veterans and financial aid attendance reports

Other assigned instructional records

- * Assisting in selection of textbooks, equipment, and supplies for each course.
- * Initiating requests for equipment and supplies.
- * Responsible for the inventory and maintenance of equipment and supplies in their respective department.
- * Attending graduation functions and ceremonies.
- * Working with advisory committees to ensure relevant curriculums, instruction/materials and student placement.
- * Enhancing personal teaching skills, taking full advantage of the latest technological applications in teaching and subject matter, and taking responsibility for an effective professional development plan.
- * Fulfilling all contract provisions, including but not limited to participating in meetings and completing work assignments/responsibilities during the contract period.
- * Maintaining a high level of professionalism as a representative of the college.
- * Assisting the Department Chair/Director with updating the curriculum web page.
- * Performing other duties as assigned by the Dean, Department Chair/Director or Vice President of Instruction.

QUALIFICATIONS & DEGREE REQUIREMENTS:

Requires a Master's degree in Early Childhood OR a Master's degree in a related field with 18 graduate semester hours in the area of instruction. Three years of community college teaching experience utilizing learning management system (Blackboard) is preferred.

SUPPLEMENTAL INFORMATION:

Equal Employment Opportunity

Montgomery Community College provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex (including pregnancy), national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.



FT Instructor, Humanities, 9 Month

Class Code:
FF_AS_HUMAN09

MONTGOMERY COMMUNITY COLLEGE

Established Date: Jun 5, 2023

Revision Date: Jun 5, 2023

SALARY RANGE

\$3,784.00 Monthly
\$45,408.00 Annually

POSITION DESCRIPTION:

Provide instruction in the discipline area of Humanities in a community college setting. The student population may be a combination of high school, early college, and adult learners.

Instruction should focus on student success and promote an environment of life long learning.

ESSENTIAL RESPONSIBILITIES:

Creating an effective learning environment.

- * Keeping current with information and skills in the respective teaching field.
- * Serving on college committees and attending meeting as assigned and/or requested.
- * Assisting in the recruitment, orientation, registration, retention, academic advising, placement, and follow-up of students.
- * Developing and coordinating a plan to ensure Institutional Effectiveness. This includes planning and evaluation activities for the Montgomery Community College planning process, relevant accreditation agencies, and the North Carolina Community College's Annual Program Review.
- * Maintaining current course syllabi.
- * Maintaining accurate records such as:

Daily attendance

Grades

Veterans and financial aid attendance reports

Other assigned instructional records

- * Assisting in selection of textbooks, equipment, and supplies for each course.
- * Initiating requests for equipment and supplies.
- * Responsible for the inventory and maintenance of equipment and supplies in their respective department.
- * Attending graduation functions and ceremonies.
- * Working with advisory committees to ensure relevant curriculums, instruction/materials and student placement.
- * Enhancing personal teaching skills, taking full advantage of the latest technological applications in teaching and subject matter, and taking responsibility for an effective professional development plan.
- * Fulfilling all contract provisions, including but not limited to participating in meetings and completing work assignments/responsibilities during the contract period.
- * Maintaining a high level of professionalism as a representative of the college.
- * Assisting the Department Chair/Director with updating the curriculum web page.
- * Performing other duties as assigned by the Dean, Department Chair/Director or Vice President of Instruction.

QUALIFICATIONS & DEGREE REQUIREMENTS:

Requires a Master's degree in Humanities OR a Master's degree in a related field with 18 graduate semester hours in the area of instruction. Three years of community college teaching experience utilizing learning management system (Blackboard) is preferred.

SUPPLEMENTAL INFORMATION:

Equal Employment Opportunity

Montgomery Community College provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex (including pregnancy), national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.



FT Instructor, Psychology, 9 Month

Class Code:
FF_AS_PSYCH09

MONTGOMERY COMMUNITY COLLEGE

Established Date: Jun 5, 2023

Revision Date: Jun 5, 2023

SALARY RANGE

\$3,784.00 Monthly
\$45,408.00 Annually

POSITION DESCRIPTION:

Provide instruction in the discipline area of Psychology & Sociology in a community college setting. The student population may be a combination of high school, early college, and adult learners. Instruction should focus on student success and promote an environment of life long learning.

ESSENTIAL RESPONSIBILITIES:

Creating an effective learning environment.

- * Keeping current with information and skills in the respective teaching field.
- * Serving on college committees and attending meeting as assigned and/or requested.
- * Assisting in the recruitment, orientation, registration, retention, academic advising, placement, and follow-up of students.
- * Developing and coordinating a plan to ensure Institutional Effectiveness. This includes planning and evaluation activities for the Montgomery Community College planning process, relevant accreditation agencies, and the North Carolina Community College's Annual Program Review.
- * Maintaining current course syllabi.
- * Maintaining accurate records such as:

Daily attendance

Grades

Veterans and financial aid attendance reports

Other assigned instructional records

- * Assisting in selection of textbooks, equipment, and supplies for each course.
- * Initiating requests for equipment and supplies.
- * Responsible for the inventory and maintenance of equipment and supplies in their respective department.
- * Attending graduation functions and ceremonies.
- * Working with advisory committees to ensure relevant curriculums, instruction/materials and student placement.
- * Enhancing personal teaching skills, taking full advantage of the latest technological applications in teaching and subject matter, and taking responsibility for an effective professional development plan.
- * Fulfilling all contract provisions, including but not limited to participating in meetings and completing work assignments/responsibilities during the contract period.
- * Maintaining a high level of professionalism as a representative of the college.
- * Assisting the Department Chair/Director with updating the curriculum web page.
- * Performing other duties as assigned by the Dean, Department Chair/Director or Vice President of Instruction.

QUALIFICATIONS & DEGREE REQUIREMENTS:

Requires a Master's degree in Psychology OR a Master's degree in a related field with 18 graduate semester hours in the area of instruction. Three years of community college teaching experience utilizing learning management system (Blackboard) is preferred.

SUPPLEMENTAL INFORMATION:

Equal Employment Opportunity

Montgomery Community College provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex (including pregnancy), national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Policy 3.2.5 - Annual Leave

I. Amount Earned

Each full-time employee, eligible to earn annual leave, who is working or on paid leave for one-half or more of the workdays in any month earns annual leave. Employees shall earn annual leave rate at the following rate:

Years of Total

State Service	Hours Earned Each Month		Hours Granted Each Year	Days Granted Each Year
Less than 2	7.83 hrs.	94	11.75	
2 but less than 5	9.17 hrs.	110	13.75	
5 but less than 10	11.17 hrs.	134	16.75	
10 but less than 15	13.17 hrs.	158	19.75	
15 but less than 20	15.17 hrs.	182	22.75	
20 or more	17.17 hrs.	206	25.75	

II. Maximum Accumulation

Annual leave may be accumulated without any applicable maximum until June 30th of each fiscal year. On June 30th of each fiscal year, or upon separation of service, any employee with more than 240 hours of accumulated annual leave shall have the excess (i.e., the amount over 240 hours) converted to sick leave.

III. Advancement

A. Annual leave may be advanced by the President in an amount not to exceed what an employee can earn during the remainder of the fiscal year.

B. For the first six (6) months of service, new employees can only earn annual leave as stipulated in Section I. Thereafter, an employee may be advanced the amount of leave s/he would earn during the remainder of the fiscal year.

C. An employee desiring an advancement of annual leave must submit, in addition to the requested form, a statement of need outlining the circumstances which require use of as-yet-uneared annual leave. Each case will be assessed on its merits and considerations given as to the urgency of the request and the College's business needs.

IV. Accepted Uses

The primary purpose of annual leave is to allow for employee vacations.

Annual leave may also be requested for other periods of absence for personal reasons, absences due to adverse weather conditions and for personal illness or illnesses in the immediate family when the employee has exhausted sick leave. Annual leave must be exhausted before an employee goes on leave without pay, except in cases of the birth or adoption of a child as covered under Policy 3.2.13 – Family and Medical Leave Act.

V. Other Procedures

A. Scheduling Annual Leave

Annual leave shall be taken only upon authorization of the employee's supervisor, who shall designate such time or times when it will least interfere with the College's efficient operation. Employees must request annual leave in advance. A supervisor may deny an employee's request to use annual leave if the leave would otherwise hinder the efficient operation of the College or the employee has not provided reasonable notice of the request. Annual leave must be taken in units of thirty (30) minute increments.

Only scheduled work hours shall be charged in calculating the amount of annual leave taken. Weekends and/or holidays are charged only if they are scheduled workdays.

B. Separation from Employment

1. Lump sum payment for annual leave is made only at the time of separation from employment. An employee shall be paid in a lump sum for accumulated annual leave not to exceed a maximum of two-hundred forty (240) hours when separated from employment from the College due to resignation, dismissal, reduction-in-force, death or service retirement. Employees retiring on disability retirement may exhaust leave rather than be paid in a lump sum.

2. If an employee separates from employment and is overdrawn on annual leave, deductions will be made from the final salary check. It will be deducted in full hour units, i.e., a full hour for any part of an hour overdrawn. As consideration for providing annual leave, employees voluntarily agree to such deductions from their final pay check.

3. Payment for annual leave will be made on the regular payroll, reflecting the number of days of leave and the amount of payment. Annual leave may be paid through the last full hour of unused leave.

4. Retirement deductions shall be made from all annual leave payouts.

5. The last day of work is the date of separation, except when an employee exhausts sick and annual leave before disability retirement.

C. Transfer of Annual Leave For new employees, the College ~~does not accept~~ may accept up to 80 hours of annual leave from other state agencies or local educational entities. The College does not accept other forms of leave (i.e. Bonus Leave) except Sick Leave as defined in Policy 3.4.2.

D. Annual Leave Records The College shall maintain records for annual leave earned and taken for each employee. The College shall retain all annual leave records of all separated employees for a period of at least five years from the date of separation. It is the employee's responsibility to report any discrepancy or problem with his/her annual leave balance to Human Resources.

Adopted: May 8, 2019

Revised: *****

Board Report

Instruction and Student Services

June 14, 2023

Instruction

Health and Human Services

The first ADN student has taken and passed the new NextGen NCLEX exam. The remaining ADN and LPN students have scheduled their exams. All three of the Medical Assisting graduates have job placements with two out of the three already completing their CMA (Certified Medical Assistants) exam. Dental Assisting Program has a full class, twenty students, for the fall semester 2023.

Career and Technical Education

The Facilities Maintenance Technology – Carpentry students have completed the storage shed for the Troy Habitat house build. The building will be moved on-site of the house in coming weeks.



Arts and Sciences

Graduates from University Transfer programs, traditional and dual enrolled have been accepted numerous institutions including; Appalachian State University, University of North Carolina- Chapel Hill, University of North Carolina- Asheville, University of North Carolina Charlotte, University of North Carolina – Greensboro, University of North Carolina- Wilmington, NC State University, North Carolina A&T State University, Guilford College, and Winston Salem State University, and others.

Gunsmithing

The two Gunsmithing students selected by the Department of Energy have departed for their internship in Arkansas. The Benelli USA Firearms representatives will be on campus June 14, 2023 to discuss intern opportunities for our students in the future. Their plan is to develop a program similar to what the Department of Energy currently has in place.

Student Services

Admissions and Retention

Twenty-two Early College students will return next year for the “fifth year options” to complete additional credits, including the Associate in Engineering Degree. This is the largest group to utilize the option. Recruitment activities continue at area high schools and community events. The College provided tutoring (online, face-to-face, and open study hall) to over 385 students this academic year.

Registrar

The final Spring Graduation numbers included 282 unduplicated students completing 322 Degrees, Diplomas, and Certificates. An additional 49 students will complete their programs at the end of the Summer term with 60 additional Degrees, Diplomas, and Certificates. One hundred forty-two students participated in the 2023 Graduation. Early College Students earned 36 Associate Degrees as well as 45 Certificates.

Financial Aid

The Financial Aid office awarded over a million dollars in aid, scholarships, and grants, including awarding over \$24,000 for students for the summer. The Longleaf Commitment grant monies have been awarded and reconciled. The College awarded over 70 Montgomery Scholar Scholarships at the Montgomery Central High School awards ceremony.

Continuing Education

Business and Industry

The 27th Class of Leadership Montgomery graduated on May 16, 2023 including our very own Michelle Grit, Dean of Student Services, and Emily Tucker, Director of Resource Development. Two CPR, First Aid and AED class were provided for DR Reynolds with 30 employees receiving certification. Summer Camps are being advertised and rapidly filling up. Summer camps are a partnership with Montgomery County Schools and will be free to students. Jessica Hamilton, Director of Business & Industry attended a Biscoe Lions Club meeting and provided a Workforce Development Service and opportunity update.

Health and Public Safety

Staff in the Health and Public Safety department have applied for a \$5000 AgSouth grant to continue development of the agriculture rescue program.

Heritage Crafts

Summer Pottery classes have a total of 54 students enrolled and students are enjoying learning from our three new instructors. The Spring Pottery sale was well received, and raised over of \$2,600.

Small Business Center

In efforts to increase awareness about available services and seminars, the Small Business Center now has a second billboard location and a digital ad at Zeno's Restaurant.

NC Works Center

The NC Works Center is in the process of transferring Workforce Development Boards. Current workforce board staff are completing inventories and audits of cases to transfer over to the new Workforce Development Board.

2023 - 2024 STUDENT FEES

Fee		CONTINUING EDUCATION		Fee		CURRICULUM	
\$5		Technology - Computer Classes (Computer Repair and Upgrade Classes)		\$5		Parking	
\$45 \$40		Graduation Fee (GED/AHS)		\$16		Technology - Computer (per student per term)	
*Fees for Heritage Crafts and Continuing Education courses are listed in the advertised cost of the course and are based on the actual cost of the materials needed for the specific course.				\$30		Activity Fee (Fall/Spring) \$27 Student Activity Fee; \$3 Student Ambassador Activity Fee	
				\$5		Activity Fee (Summer) \$4 Student Activity Fee; \$1 Student Ambassador Activity Fee	
				\$65		TEAS test fee (for ADN/PN program)	
				\$5		Photo ID Replacement	
				\$45 \$40		Graduation Fee	
				\$5		(Each additional degree, diploma, and/or certificate)	
				Continuing Education Individual Class Fees			
\$2,800 \$2,500		Truck Driver Training		\$25		AHR 110 Intro to Refrigeration	
\$100 - \$220		Insurance online classes *fee amount dependent upon specific class taken		\$85		DEN 102 Dental Materials	
\$30 - \$200		CE Heritage Crafts classes *fee amount dependent upon specific class taken and cost of supplies for the course		\$138		DEN 106 Clinical Practice I	
\$138		Background check & drug test for Health & Public Safety programs		\$50		DEN 112 Dental Radiography	
\$75		NRA – Occupational NRA classes, includes a meal		\$25		ELC 112 DC/AC Electricity	
\$66.50		Advanced EMT online test bank access fee		\$25		ELC 113 Residential Wiring	
\$49		EMT online test bank access fee		\$100 \$50		GSM 111 Gunsmithing I	
\$30		MIG – TIG Stick Welding *fee charged for each course taken		\$100		GSM 120 Gunsmithing Tools	
\$25		Taxidermy *fee charged for each course taken		\$40		GSM 225 Gunmetal Refinishing	
\$22.50		EMR online testing access fee		\$15		MED 140 Exam Room Procedures I	
\$20		Bricklaying		\$150		MED 150 Lab Procedures I	
\$10		CB Bridges – FirstHealth Orientation		\$15		MED 240 Exam Room Procedures II	
\$8		CE CPR card		\$125		MED-264 Medical Assisting AAMA Certification Exam Fee	
\$8		OSHA card		\$50		ADN/PN – Lab Simulation (NUR-101, NUR-111)	
\$5		Digital Photography		\$3,236.75 (\$647.35/term)		Nursing: ADN ATI Program fee (NUR-111, 112, 113, 114, 213)	
\$15 \$2		Pottery Lab *fee charged for each course taken		\$2,113.26 (\$1,056.63/term)		Nursing: PN ATI Program fee (NUR-101, 102BB)	
\$35		Fire/Rescue Expo participation fee		\$59.60		ADN Fall semester My Clinical Exchange fee (NUR-111)	
\$35		LP Gas Burn participant fee		\$39.60		PN Fall semester My Clinical Exchange fee (NUR-101)	
				\$50		PBT 100 Phlebotomy Technology	
				\$185		PBT-101 Phlebotomy Practicum	
				\$15/each course		TXY 110, 112, 114, 121, 122, 123, 131, 133	
				When course is split, course fee is divided as well.			
				\$25		Book Fee for Career & College Promise (per course)	
				\$36 /each course		PCC 110, 111, 130, 210, 211 (CU program currently inactive)	
Continuing Education Student Accident & Liability Insurance				Curriculum Student Accident & Liability Insurance			
.3		Liability Insurance - Allied Health (Nurse Aide, Phlebotomy, EMS)		\$13/academic yr.		Allied Health (Associate Degree Nursing, Dental Assisting, Medical Assisting, Nurse Aide, Phlebotomy, Practical Nursing students	
.60		Accident Insurance - Allied Health (Nursing Assisting, Phlebotomy, EMS)		\$1.60		Accident Insurance Fee (per student per term)	

Page 101 of 101

If a course is divided into parts (example: TXY 121AB + TXY 121BB = TXY 121) the course fee is divided as well (example: TXY 121AB fee = \$7.50 + TXY 121AB fee = \$7.50 for a total of \$15).

Curriculum Program Termination Form

Attachment A

Please be aware that if a college decides to reinstate a terminated program, a full program application must be submitted to the System Office for State Board approval.

College Name: Montgomery Community College

Curriculum Title Human Services Technology: Developmental Disabilities Concentration

Curriculum Code: A5538A

Contact Person: R. Lee Proctor Phone Number: (910) 898-9660

Email Address: proctorr3159@montgomery.edu

Termination Semester: ☐ Fall ☐ Spring ☐ Summer 2023

Termination is for (check appropriate settings): X Campus ☐ Captive/Co-opted Facility

If termination is for captive/co-opted setting, please list facility name: _____

Date that captive/co-opted facility was notified of termination of program: _____

Reason(s) for Terminating Curriculum: ☐ Low Enrollment* X No Enrollment*

☐ Other* College must include factors below in addition to reason checked.

*Describe what factors contributed to low/no enrollment:

(Required in order to proceed with termination):

Program has always had low enrollment and did not seem to meet the needs of community partners. The addition of the Social Services Concentration to the Human Services Technology program better meets the needs of the service area.

Is the curriculum program part of a collaborative/Level III ISA plan? ☐ Yes X No

If so, have participating colleges been notified of termination? ☐ Yes ☐ No

Please see section 6 of the CPRM for information concerning termination of ISAs.

Will the program or any courses in the program be moved to Continuing Education?

☐ Yes X No

Is equipment available for transfer? ☐ Yes X No

(Please note that if equipment is to be transferred to another department within the college or to another institution, the Equipment Coordinator at your college will need to be notified.)

This is a formal notice to terminate the curriculum program as identified above.

Signature, President

Date

Signature, Board of Trustees Chair

Date

Please scan/email this form to: Director of Academic Programs, NC Community College System Office,
programs@ncccommunitycolleges.edu

Level-Two Instructional Service Agreement (ISA)

The Level-Two ISA should be utilized when two or more colleges plan to jointly offer curriculum or continuing education courses by sharing resources. The Level-Two ISA should only be used when a certificate, diploma or degree is not awarded. One or more of the participating colleges must be approved to offer the curriculum courses in an approved program of study or offer the continuing education course that has been approved by the State Board. FTE may be shared between the participating colleges. (The following agreement format is suggested.)

College Offering the Course(s): Richmond Community College

Participating College: Montgomery Community College

Contact Person: Name: John I. Kester College: Richmond Community College

Phone Number: (910) 410-1708 Email Address: jikester@richmondcc.edu

Contact Person: Name: Hunter L. Smith College: Montgomery Community College

Phone Number: (910) 898-9670 Email Address: smithh6902@montgomery.edu

Curriculum Course Prefix/Code/Title(s):

or

Continuing Education Course Prefix/Code/Title(s): TRA-3607 Truck Driver Training (S14755)

(Please select either curriculum courses or continuing education courses. Utilize a separate form for each area if colleges are jointly offering both type of courses.)

Proposed Starting Semester: ☒ Fall ☐ Spring ☐ Summer Year 2023

Plan for Delivery of the Course(s):

- ☐ NC Information Highway: _____
- ☐ Other Classroom and range operations will be provided by Richmond Community College at an agreed upon site recommended and secured by Montgomery Community College

Proration of Resources: Instructor cost, maintenance fees and fuel expenses will be divided amongst the two colleges with RichmondCC responsible for 75% of the expenses and MontgomeryCC responsible for 25% of the expenses.

Level-Two ISA Page 1 of 2

Proration of FTE (if applicable): The FTE earned will be assigned proportionally to the shared expenses with RichmondCC receiving 75% and MontgomeryCC receiving 25% of the earned FTE.

Termination Time Frame and Conditions: At the request of either college with at least one year of notification, or any timeframe agreed to by both colleges.

Other Terms of the Agreement: Montgomery Community College will be responsible for promoting the program and recruiting students and students will register through the MontgomeryCC website that will be linked to RichmondCC's Destiny One student management system.

This Agreement meets the requirements in 1D SBCCC 400.7 (b) and has been mutually agreed upon by the president and board of trustees for each institution.

Institution: _____

Institution: _____

Signature, President Date

Signature, President Date

Signature, Board of Trustees Chair Date

Signature, Board of Trustees Chair Date

The Board of Trustees may delegate authority to the College President to enter into a Level-Two ISA. If delegation has been authorized, please indicate by checking the following box: *Y*

The Board of Trustees may delegate authority to the College President to enter into a Level-Two ISA. If delegation has been authorized, please indicate by checking the following box: *Y*

A stamped or electronic Board of Trustee signature may be utilized if the agreement is accompanied by approved Board Minutes.

Please send one original to the System Office. This agreement must be **filed** with the System Office **prior** to implementation of the course(s). Each college must maintain a signed copy of this agreement at the local institution.

Level-Two ISA Page 2 of 2

Public Relations and Marketing Report – June, 2023 Meeting

Foundational Initiatives (new tools and resources needed for success)

Design of 2022 Annual Report is underway (arrives July-Aug)

Content collection for Fall Tabloid is underway (in homes early July)

New enrollment campaign underway to replace the “Get” campaign of two years duration

Carthage Buggyfest Print Ad

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

New ConEd Leadership

Leadership Program (Hamilton, Friary)

Phi Theta Kappa Induction Ceremony

Kids Summer Camps

BLET Graduation

Nurse Pinning Ceremony

Leadership Montgomery

Press Pickups

New ConEd Leadership

Leadership Program (Hamilton, Friary)

Phi Theta Kappa Induction Ceremony



Social Media Statistics (Facebook)

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	June	July	Aug	Sept	Oct	Nov	Dec
Reactions	404	611	741	960	3,275	1,211	717	1,126	333	407	941	567
Comment Share	101	146	197	164	906	510	326	195	79	116	207	102
Reached	7,287	9,130	14,920	15,652	26,456	14,451	13,380	14,191	5,746	5,796	9,430	6,350
Engaged	1,842	2,836	2,988	3,778	21,590	8,506	4,458	6,092	4,289	2,232	4,721	2,188
New Followers	30	27	25	27	78	9	42	54	48	27	21	14
Total Followers	3,606	3,626	3,642	3,664	3,732	3,386	3,428	3,477	3,538	3,554	3,572	3,198

Policy 2.1.3 - Weapons on Campus

Students, staff, faculty, and visitors are legally prohibited from carrying a weapon onto campus unless a legal exception applies. For purposes of this policy, a “weapon” includes firearms, explosives, BB guns, stun guns, air rifles or pistols, and certain types of knives or other sharp instruments. (see N.C.G.S. § 14-269.2).

The prohibition does not apply if the weapon is on campus pursuant to one of the reasons listed in N.C.G.S. § 14-269.2(g) **or is considered instructional supplies**. It is the individual’s responsibility to know and understand the law prior to bringing any weapon onto campus. Failure to follow the law, regardless of the person’s intent, will result in appropriate disciplinary action and a referral to local law enforcement.

It is permissible for an individual to bring a handgun onto campus under the following limited circumstances:

- A. The firearm is a handgun; AND
- B. The individual has a valid concealed handgun permit (or is exempt from the law requiring a permit); AND
- C. The handgun remains in either: a closed compartment or container within the locked vehicle of the permit holder; or a locked container securely affixed to the locked vehicle of the permit holder; AND
- D. The vehicle is unlocked only when the permit holder is entering or exiting the vehicle; AND
- E. The handgun remains in the closed compartment or container at all times except for a reasonable amount of time for the person to transfer the handgun from the closed compartment or container to his person or from his person to the closed compartment or container.
- F. Students may be allowed to bring weapons on campus as part of an approved class project if they have obtained and can provide prior permission from the class instructor. In such events, all Montgomery Community College policies and determined procedures must be followed by the student.

Firearms (and other weapons prohibited on campus) may not be stored or transported in College-owned or rented vehicles.

Policy 5.3.2 - Student Code of Conduct

~~L. Possession of Weapons – Students may not have a weapon of any kind, including but not limited to, a knife, stun gun or any firearm in their possession on campus or at any College-affiliated activities or events except handguns as allowed by N.C.G.S. § 14-269.4. Handguns are permitted under these circumstances: a) the person has a concealed handgun permit that is lawfully issued; b) the handgun is in a closed compartment or container within the person's locked vehicle; c) a person may unlock the vehicle to enter or exit the vehicle provided the handgun remains in the closed compartment at all times; and d) the vehicle is locked at all times.~~

In accordance with Policy 2.1.3, students are legally prohibited from carrying a weapon onto campus unless a legal exception applies. For purposes of this policy, a “weapon” includes firearms, explosives, BB guns, stun guns, air rifles or pistols, and certain types of knives or other sharp instruments. (see N.C.G.S. § 14-269.2).

The prohibition does not apply if the weapon is on campus pursuant to one of the reasons listed in N.C.G.S. § 14-269.2(g) or is considered instructional supplies. It is the individual's responsibility to know and understand the law prior to bringing any weapon onto campus. Failure to follow the law, regardless of the person's intent, will result in appropriate disciplinary action and a referral to local law enforcement.

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A. The firearm is a handgun; AND

B. The individual has a valid concealed handgun permit (or is exempt from the law requiring a permit); AND

C. The handgun remains in either: a closed compartment or container within the locked vehicle of the permit holder; or a locked container securely affixed to the locked vehicle of the permit holder; AND

D. The vehicle is unlocked only when the permit holder is entering or exiting the vehicle; AND

E. The handgun remains in the closed compartment or container at all times except for a reasonable amount of time for the person to transfer the handgun from the closed compartment or container to his person or from his person to the closed compartment or container.

F. Students may be allowed to bring weapons on campus as part of an approved class project if they have obtained and can provide prior permission from the class instructor. In such events, all Montgomery Community College policies and determined procedures must be followed by the student.

Firearms (and other weapons prohibited on campus) may not be stored or transported in College-owned or rented vehicles.

**President's Report
May 31, 2023**

Activities since the pervious Board Meeting

5/1/23	Montgomery/BrightDot Meeting
5/1/23	Wayfinding Meeting
5/2/23	Diligent Meeting
5/3/23	Workforce Ready Signing Day Celebration
5/4/23	Matthew Mutarelli's Retirement Party
5/4/23	Troy Rotary Meeting
5/8/23	Phyllis Parsons Retirement Party
5/8/23	BLET Graduation
5/9/23	Cabinet Meeting
5/9/23	Nursing Pinning
5/10/23	MCC Foundation Board Meeting
5/10/23	Board of Trustees Meeting
5/10/23	Graduation Ceremony
5/18/23	State Board Meeting
5/23/23	Cabinet Meeting
5/31/23	CIS Board Meeting

Upcoming Activities

6/5/23	Troy Town Commissioners Meeting
6/7/23	Troy EDC Meeting
6/8/23	Cabinet Meeting
6/9/23	Executive Steering Committee Meeting
6/14/23	Board of Trustees Meeting
6/15/23	State Board Meeting

Board of Trustees Information

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



Board of Trustees Calendar of Events

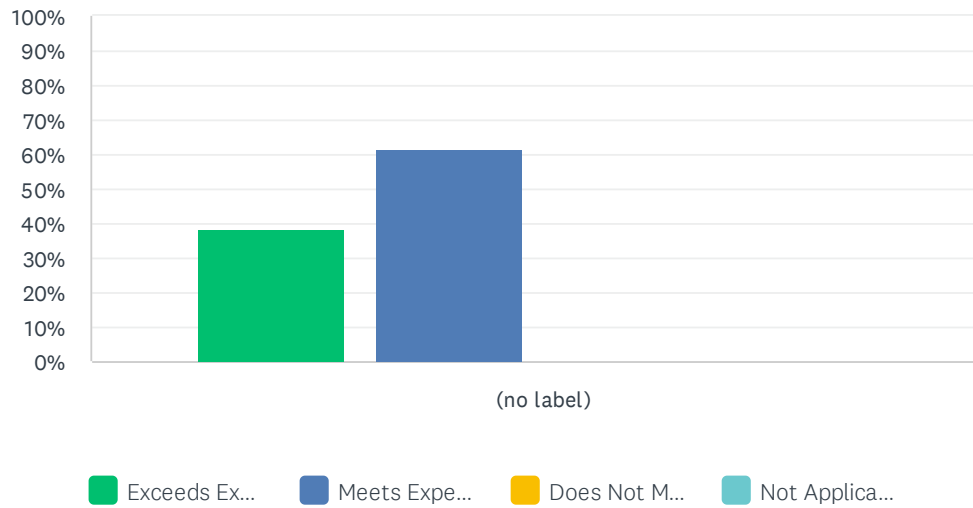
2023

July, 2023	
August 5, 2023	8:00 a.m.
August 9, 2023	11:30 a.m.
August 29, 2023	5:30 p.m.
August 30-Sept 1, 2023	
September 13, 2023	5:30/7:00 p.m.
September 22, 2023	6:00 p.m.
October 11, 2023	5:30/7:00 p.m.
November 3, 2023	
November 8, 2023	11:30 a.m.
November 8, 2023	5:30/7:00 p.m.
November 9, 2023	11:00 a.m.
December, 2023	
December 8, 2023	6:00 p.m.

No Board Meeting
Board Retreat(Blair Auditorium)
Foundation Board Meeting
Scholarship Awards Ceremony (Capel Hall - Multi-purpose Room)
NCACCT Leadership Seminar (Wilmington)
Committee/Board Meeting
Foundation Dinner and Raffle Fundraiser (Garner Center)
Committee/Board Meeting
Shooting Clays Tournament (Dewitt's - Ellerbe NC)
Foundation Board Meeting
Committee/Board Meeting
Veterans Day Ceremony- MCC Flagpole
No Board Meeting
Board Christmas Dinner

Q1 The Board operates as a unit.

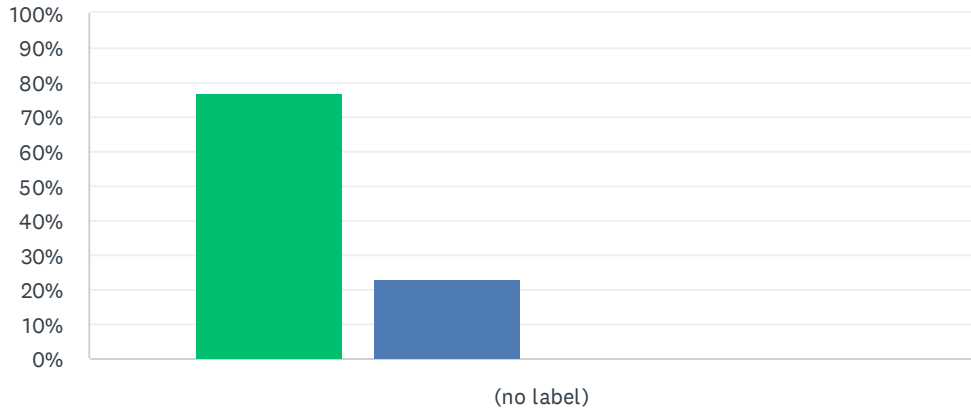
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	38.46% 5	61.54% 8	0.00% 0	0.00% 0	13	1.38

Q2 Meeting agenda items contain sufficient background information and recommendations for the Board.

Answered: 13 Skipped: 0

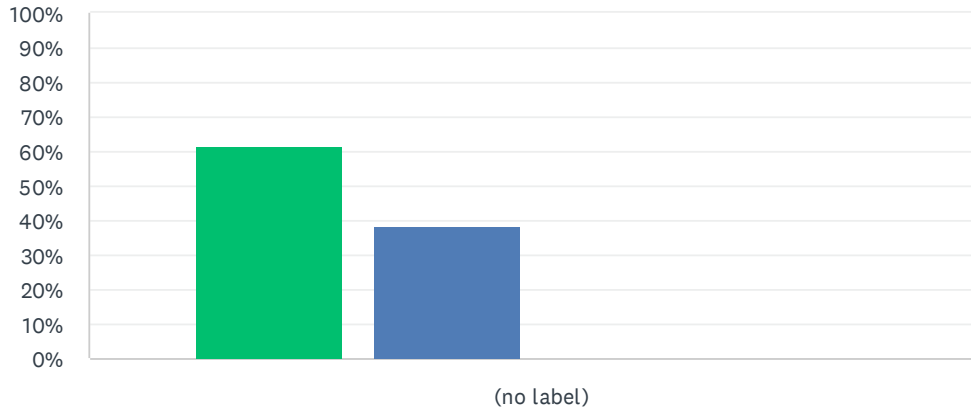


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	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	76.92% 10	23.08% 3	0.00% 0	0.00% 0	13	1.77

Q3 Board meetings are conducted in an orderly, efficient manner that allows for sufficient discussion.

Answered: 13 Skipped: 0

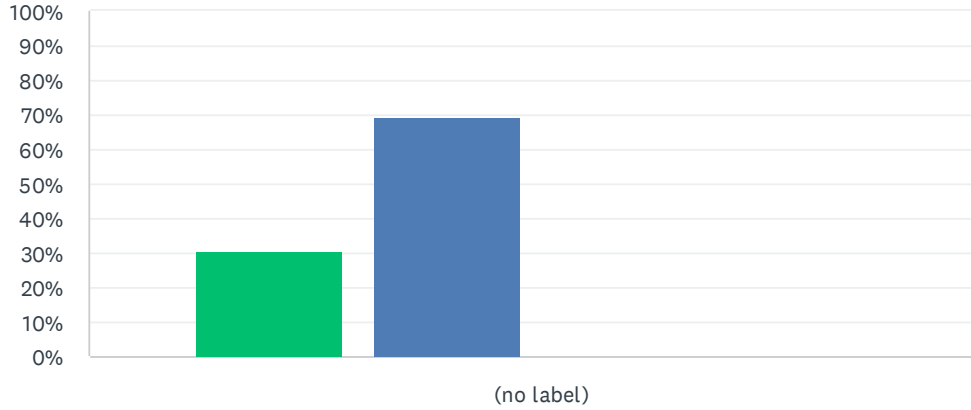


Exceeds Ex... Meets Expe... Does Not M... Not Applica...

	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	61.54% 8	38.46% 5	0.00% 0	0.00% 0	13	1.62

Q4 Board members make decisions after thorough discussion and exploration of many perspectives.

Answered: 13 Skipped: 0

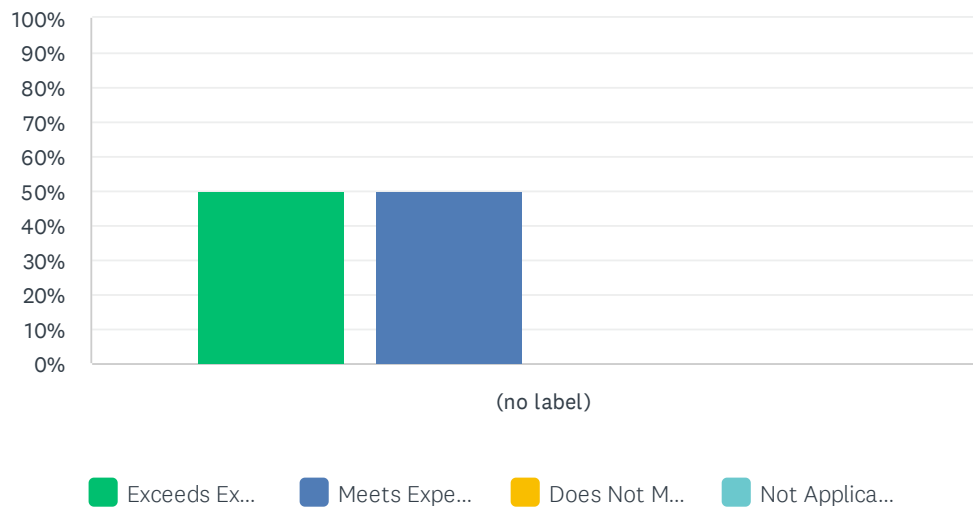


Exceeds Ex... Meets Expe... Does Not M... Not Applica...

	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77% 4	69.23% 9	0.00% 0	0.00% 0	13	1.31

Q5 Board committees effectively assist the Board to do its work.

Answered: 12 Skipped: 1

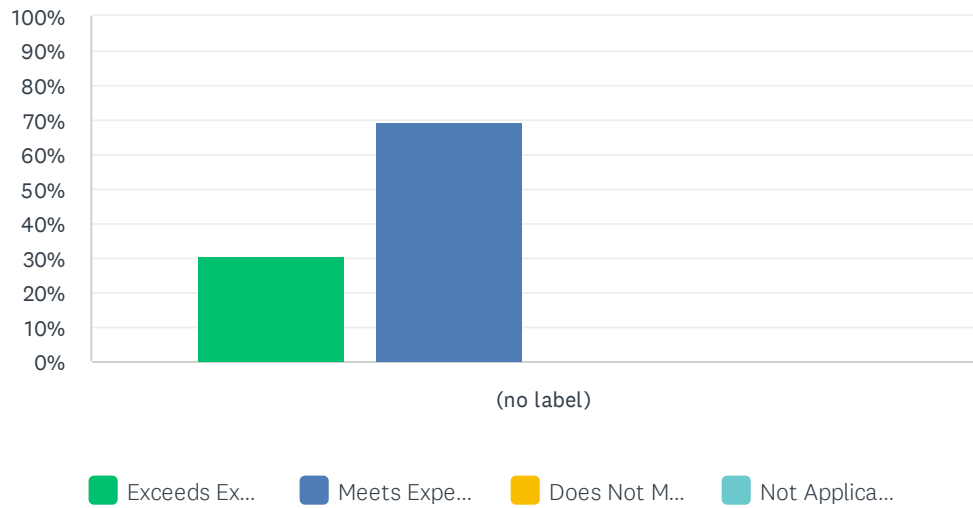


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	50.00% 6	50.00% 6	0.00% 0	0.00% 0	12	1.50

#	COMMENTS:	DATE
1	I feel we as a Board work together to fulfill our duties. The meetings are a pleasure.	5/9/2023 10:09 AM
2	The Chair works very hard to ensure that meetings are organized and informative. I find the practice of having committee work first is redundant and stifles energy and creativity during the committee meetings.	5/9/2023 9:08 AM
3	Overall we have a grreat board. We do a great job of collaborating and engaing together.	5/8/2023 12:43 PM
4	The present format of having committee meetings before the main meeting is redundant and prevents committees from brainstorming and exploring new ideas and possibilities. The Board Chair works very hard to include everyone, operate efficiently, and conduct business in a effective way.	4/17/2023 5:06 PM

Q6 Board meetings focus on governance rather than administration.

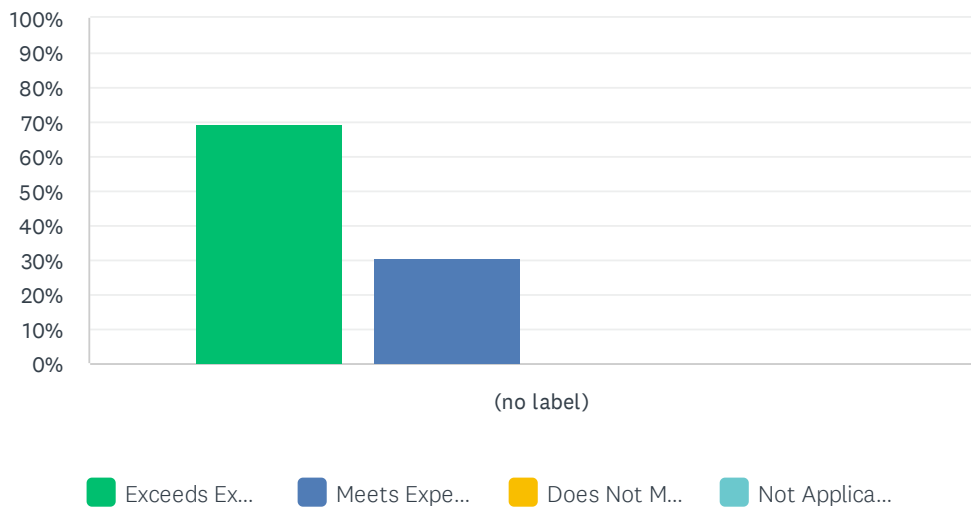
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77% 4	69.23% 9	0.00% 0	0.00% 0	13	1.31

Q7 The Board periodically reviews and evaluates its policies.

Answered: 13 Skipped: 0

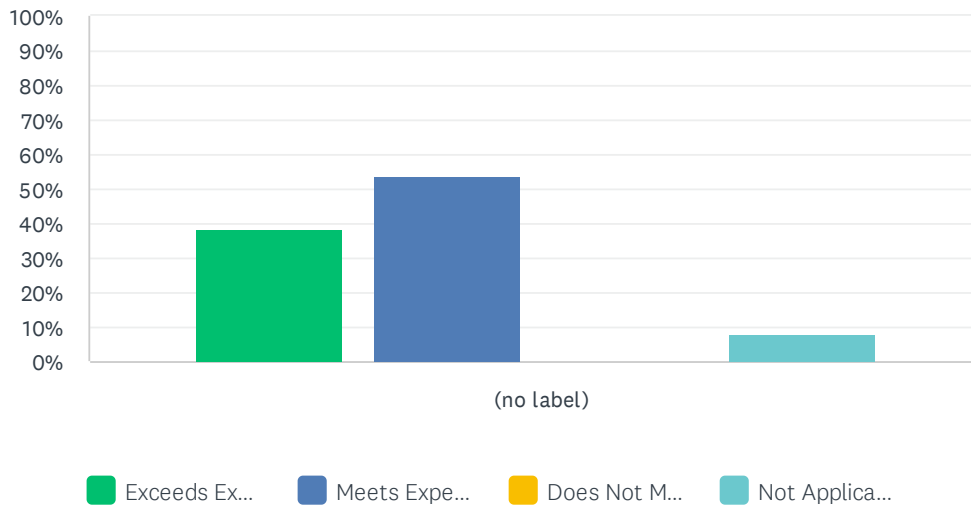


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	69.23%	30.77%	0.00%	0.00%	13	1.69
	9	4	0	0		

#	COMMENTS:	DATE
1	Running of day to day = Dr. Bledsoe.	5/9/2023 10:10 AM
2	We do a great job of being abreast with policy changes and any updates. President and Vice President does an excellent job for allowing board members to express and concerns or recommending any changes	5/8/2023 12:45 PM

Q8 The Board effectively represents the "voice" of the community.

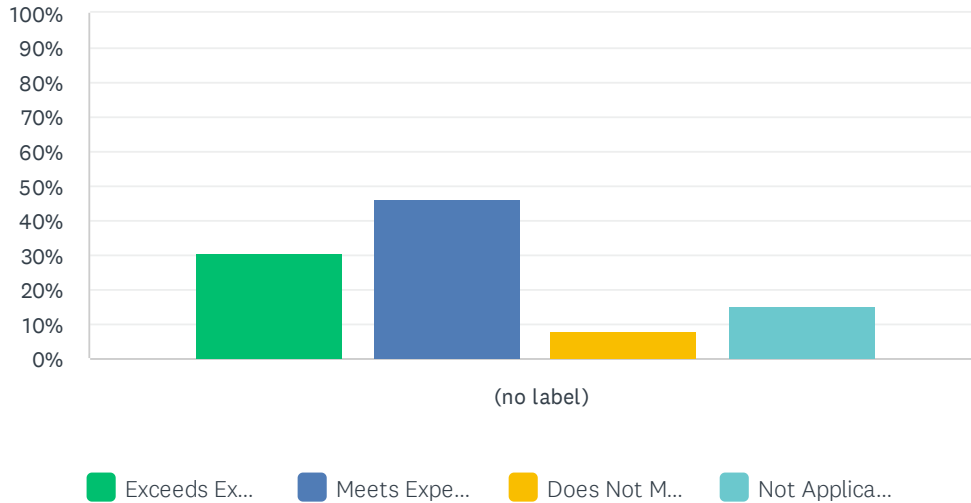
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	38.46% 5	53.85% 7	0.00% 0	7.69% 1	13	1.42

Q9 The Board is knowledgeable about community and regional needs and expectations.

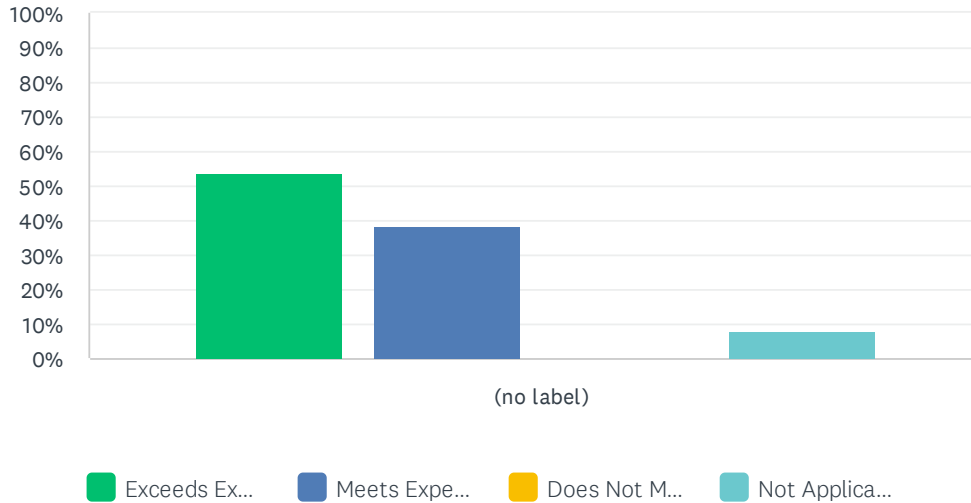
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77% 4	46.15% 6	7.69% 1	15.38% 2	13	1.27

Q10 As appropriate, Board members maintain good relationships with community leaders.

Answered: 13 Skipped: 0

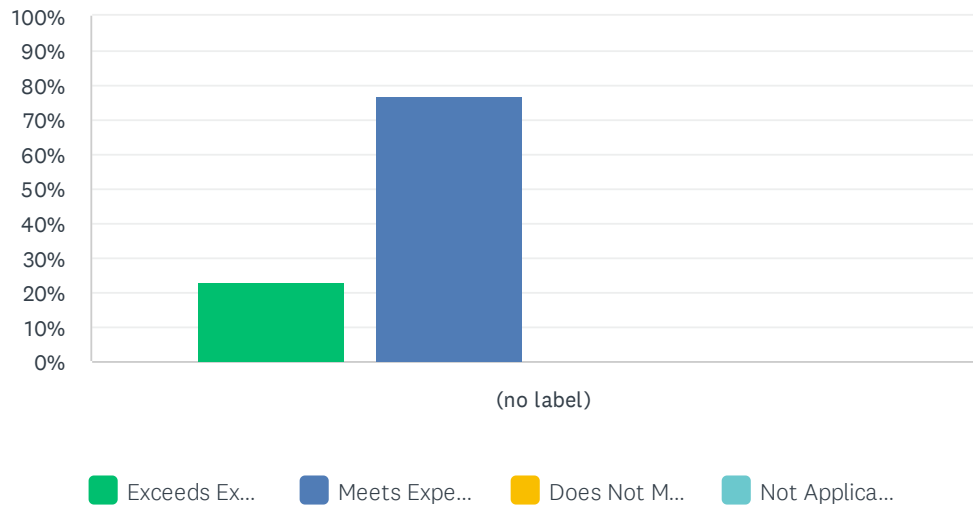


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	38.46% 5	0.00% 0	7.69% 1	13	1.58

#	COMMENTS:	DATE
1	With a rural area we may not be fully aware of needs of other areas. We do try to stay in contact especially with out town.	5/9/2023 10:11 AM
2	I'm not sure we represent all ethic/racial groups, all socio-economic groups, or all ages.	5/9/2023 9:10 AM
3	I enjoy how we interact with the president of the student governing body. They are engagd with the community. As as board we may need to show up more as a whole with other community leaders within MoCo	5/8/2023 12:56 PM

Q11 The Board is appropriately involved in defining and approving the strategic planning of the College, including developing the vision, mission and goals.

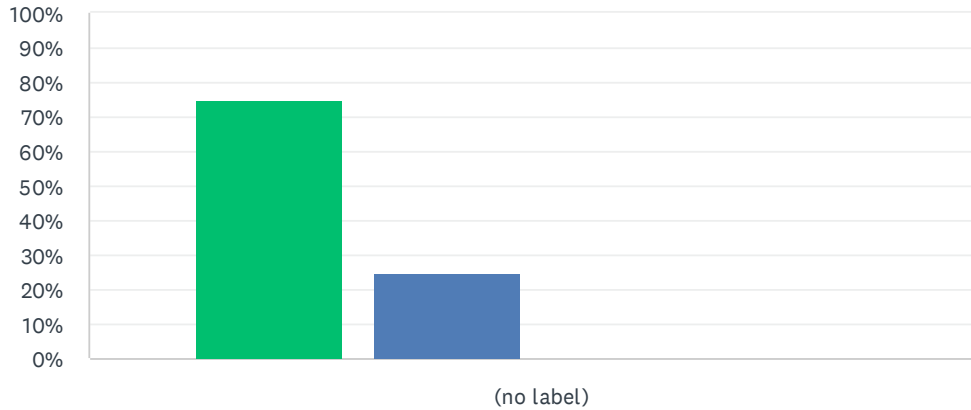
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	23.08%	76.92%	0.00%	0.00%	13	1.23
	3	10	0	0		

Q12 The Board bases its decisions in terms of what is best for students and the community.

Answered: 12 Skipped: 1

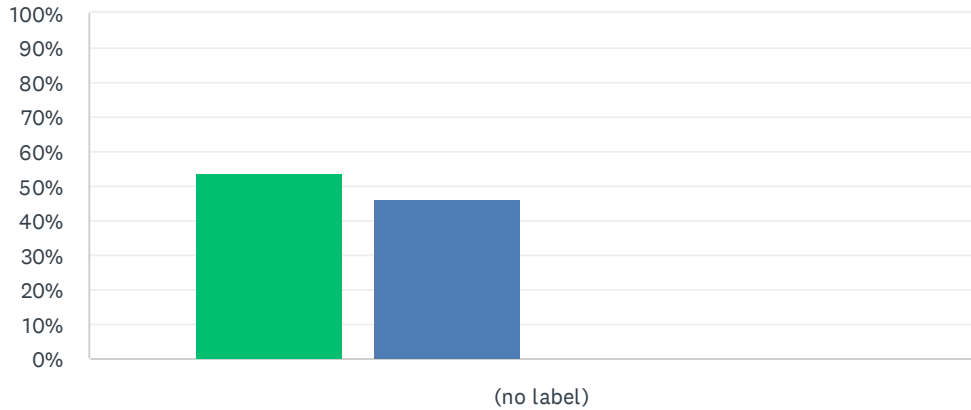


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	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	75.00% 9	25.00% 3	0.00% 0	0.00% 0	12	1.75

Q13 The Board maintains a future-oriented, visionary focus in Board discussions.

Answered: 13 Skipped: 0

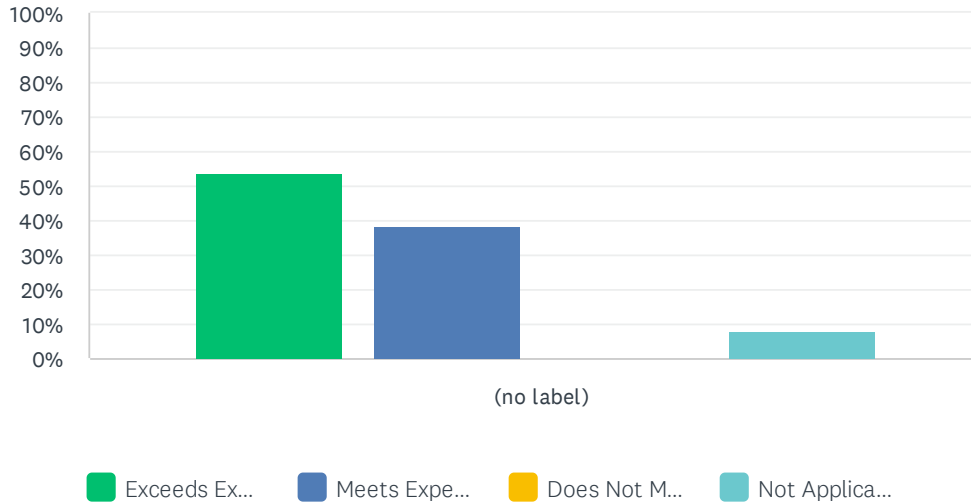


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	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	46.15% 6	0.00% 0	0.00% 0	13	1.54

Q14 The Board annually reviews the general strategic and facility master plans of the college.

Answered: 13 Skipped: 0

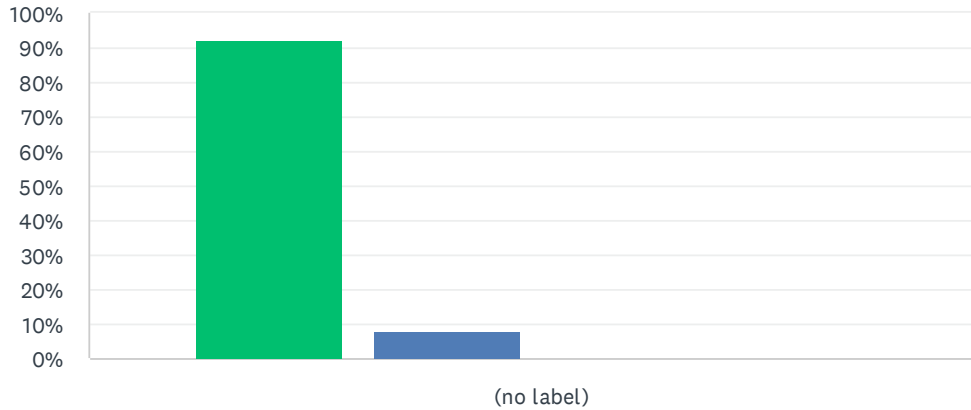


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	38.46% 5	0.00% 0	7.69% 1	13	1.58

#	COMMENTS:	DATE
1	Student needs and future needs of the college are often discussed.	5/9/2023 10:11 AM

Q15 A climate of mutual trust and respect exists between the Board and President.

Answered: 13 Skipped: 0

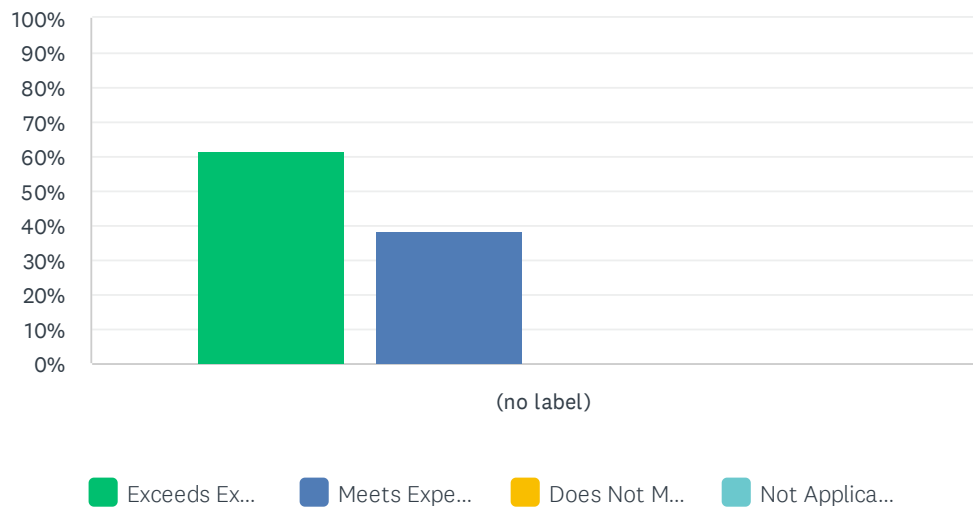


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	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	92.31% 12	7.69% 1	0.00% 0	0.00% 0	13	1.92

Q16 The Board sets clear expectations for the President.

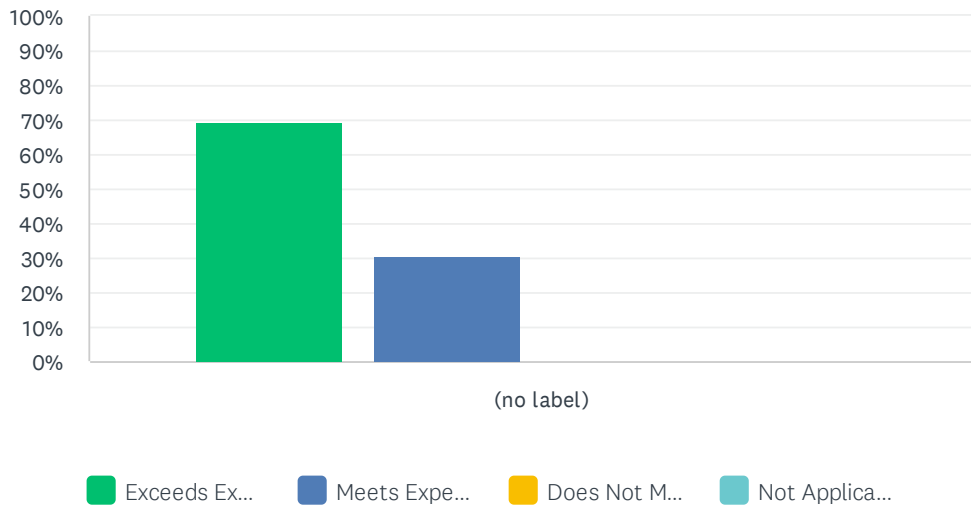
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	61.54% 8	38.46% 5	0.00% 0	0.00% 0	13	1.62

Q17 The Board effectively evaluates the President.

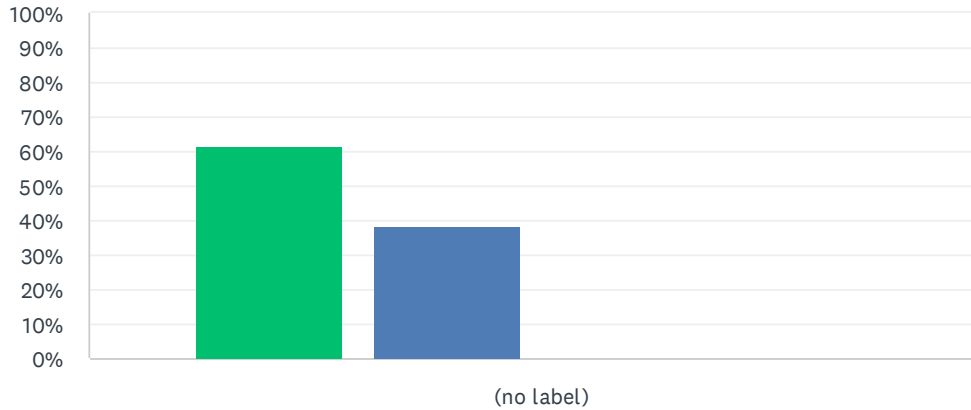
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	69.23% 9	30.77% 4	0.00% 0	0.00% 0	13	1.69

Q18 The Board clearly delegates the administration of the College to the President.

Answered: 13 Skipped: 0



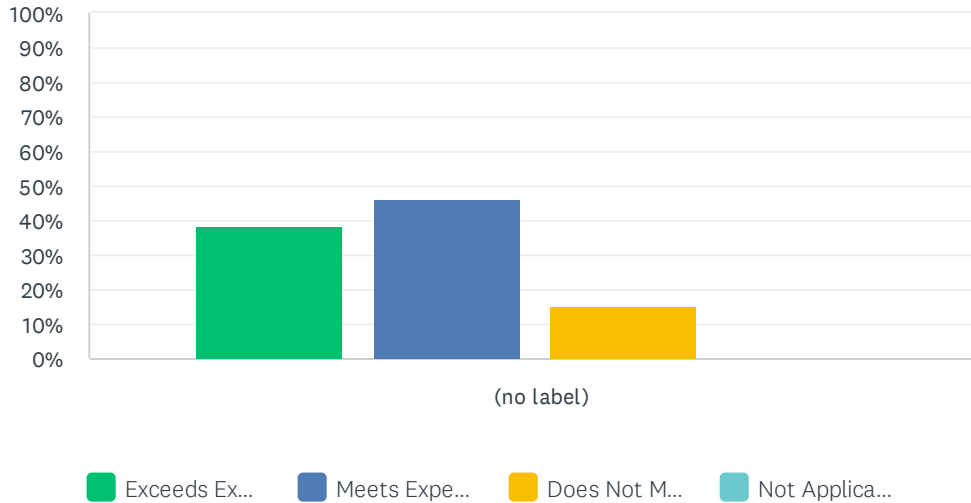
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	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	61.54% 8	38.46% 5	0.00% 0	0.00% 0	13	1.62

#	COMMENTS:	DATE
1	We oversee!! Not run the day to day. Both Board Chair and Dr. Bledsoe do a fantastic job of keeping us informed.	5/9/2023 10:12 AM

Q19 The Board is knowledgeable about the educational programs and services of the college.

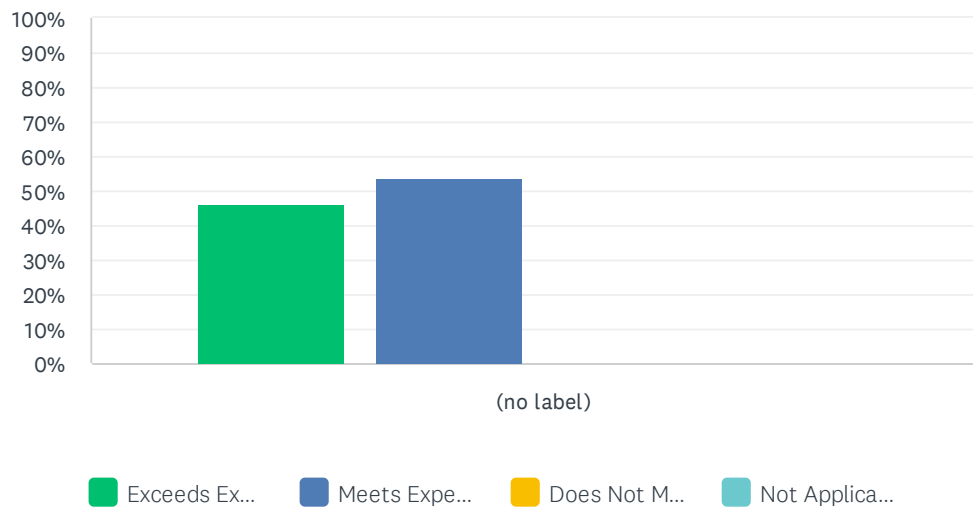
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	38.46% 5	46.15% 6	15.38% 2	0.00% 0	13	1.23

Q20 The Board understands the fiscal condition of the college.

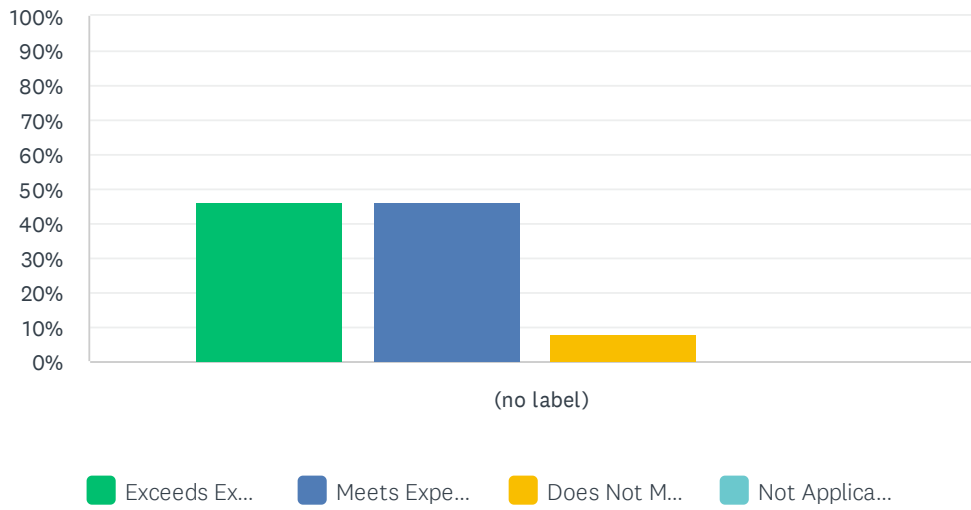
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	46.15% 6	53.85% 7	0.00% 0	0.00% 0	13	1.46

Q21 The Board understands the budget document.

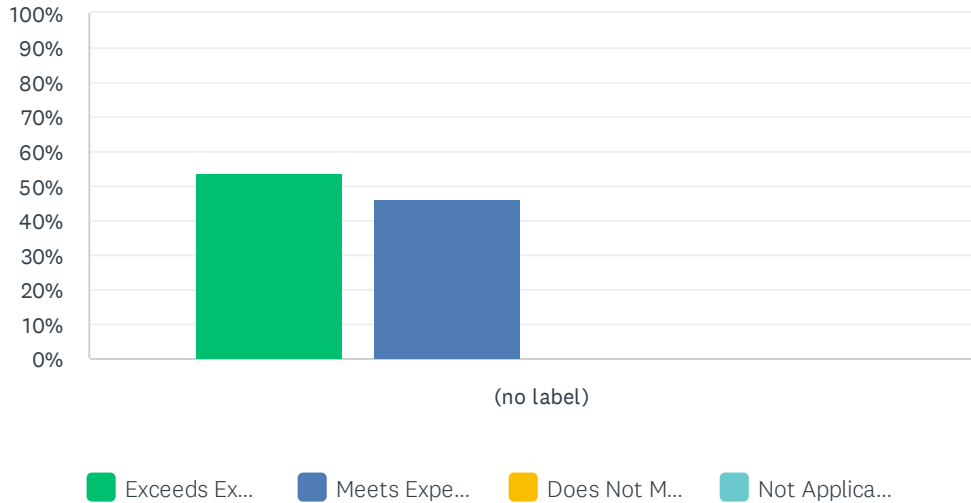
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	46.15% 6	46.15% 6	7.69% 1	0.00% 0	13	1.38

Q22 The Board has policies that require fair employee due process and grievance procedures.

Answered: 13 Skipped: 0

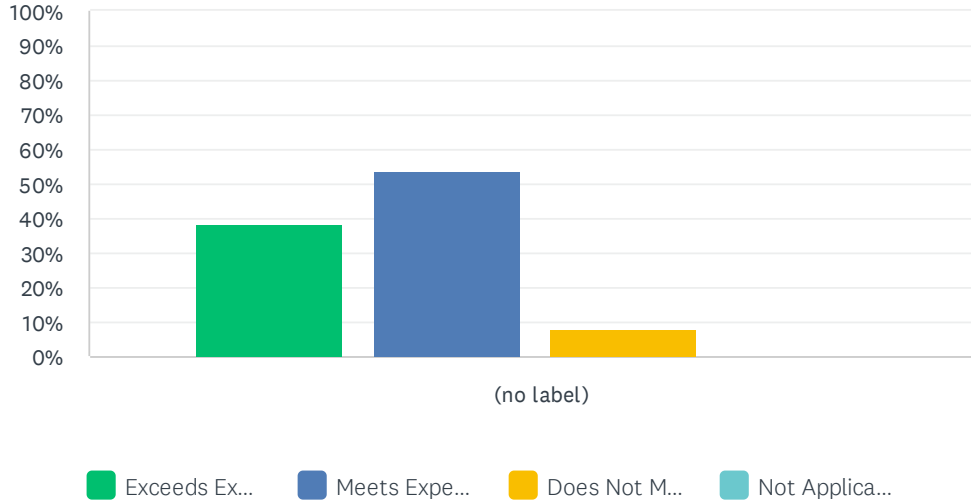


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	46.15% 6	0.00% 0	0.00% 0	13	1.54

#	COMMENTS:	DATE
1	Presentations at Board meetings are fantastic. Jeanette give great info at every meeting.	5/9/2023 10:12 AM

Q23 The Board monitors the effectiveness of the college in fulfilling the mission.

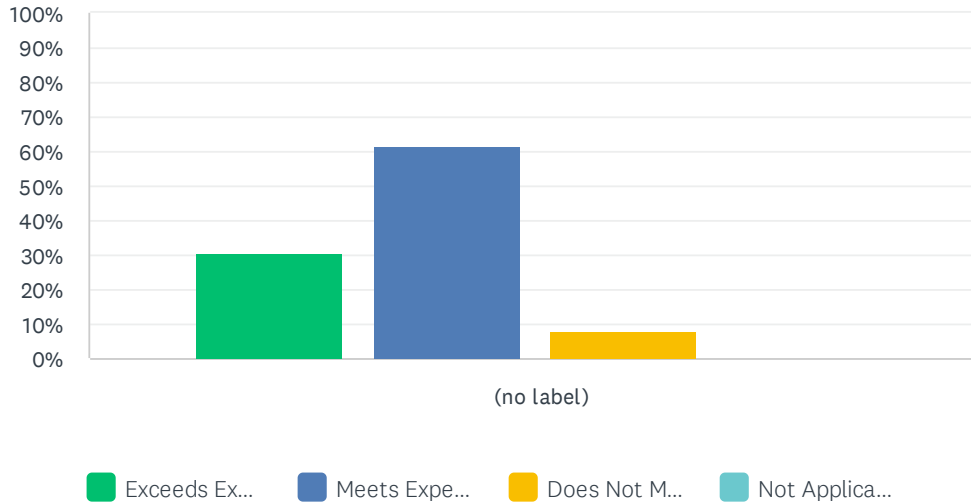
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	38.46% 5	53.85% 7	7.69% 1	0.00% 0	13	1.31

Q24 The Board adequately monitors the impact the college has on the community.

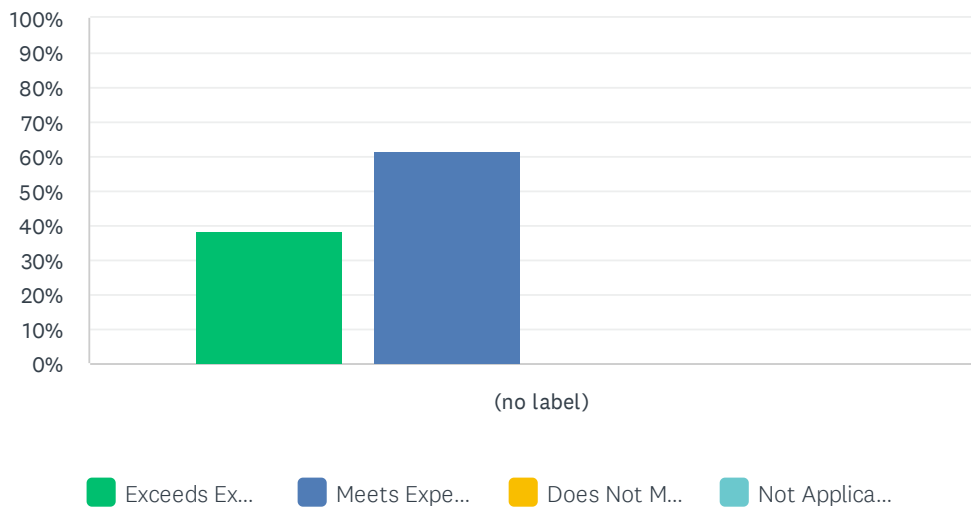
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77% 4	61.54% 8	7.69% 1	0.00% 0	13	1.23

Q25 The Board understands the financial audit and its recommendations.

Answered: 13 Skipped: 0

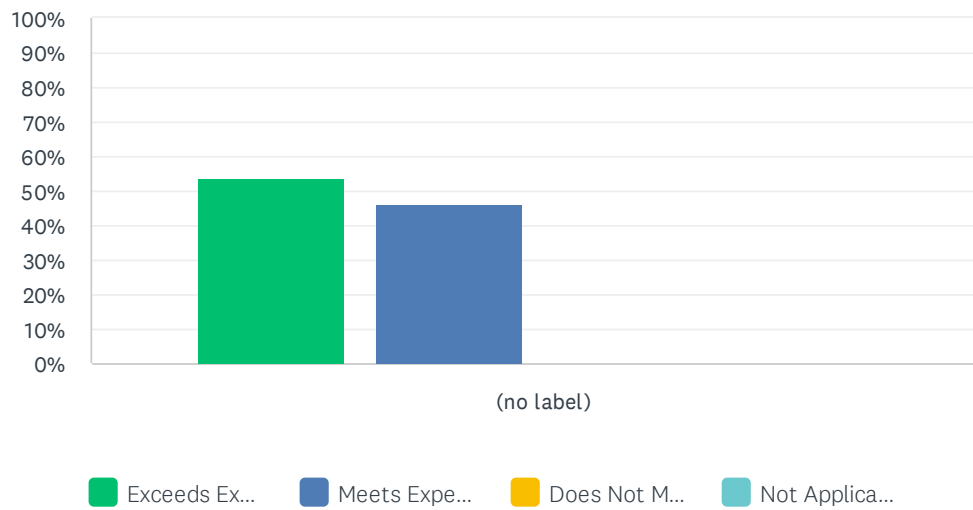


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	38.46%	61.54%	0.00%	0.00%	13	1.38
	5	8	0	0		

#	COMMENTS:	DATE
1	Kelly M. does a great job keeping MCC in the news. Audit presentation yearly.	5/9/2023 10:13 AM
2	Some "does not meet" responses may be due to a lack of understanding of terminology used.	4/25/2023 6:40 AM

Q26 The Board has a clear description of Board roles and responsibilities.

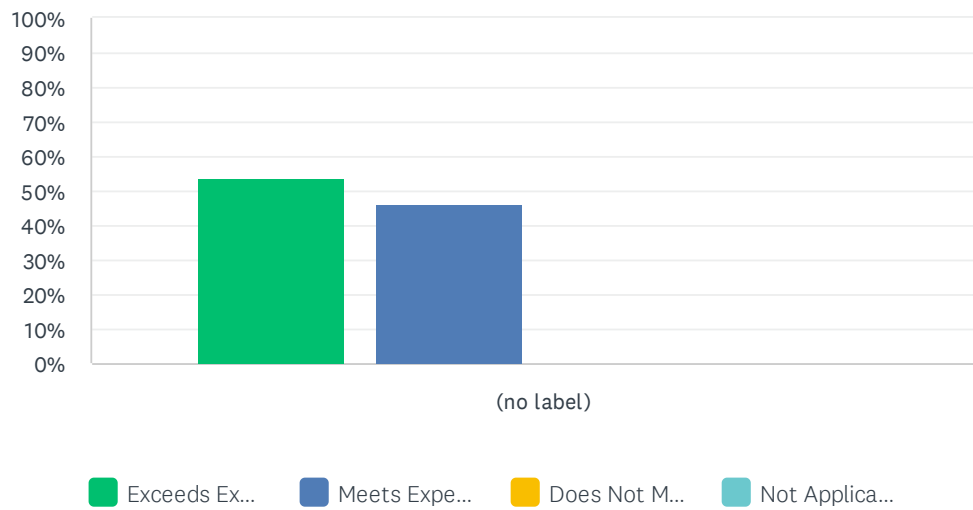
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	46.15% 6	0.00% 0	0.00% 0	13	1.54

Q27 Board members are prepared for Board meetings.

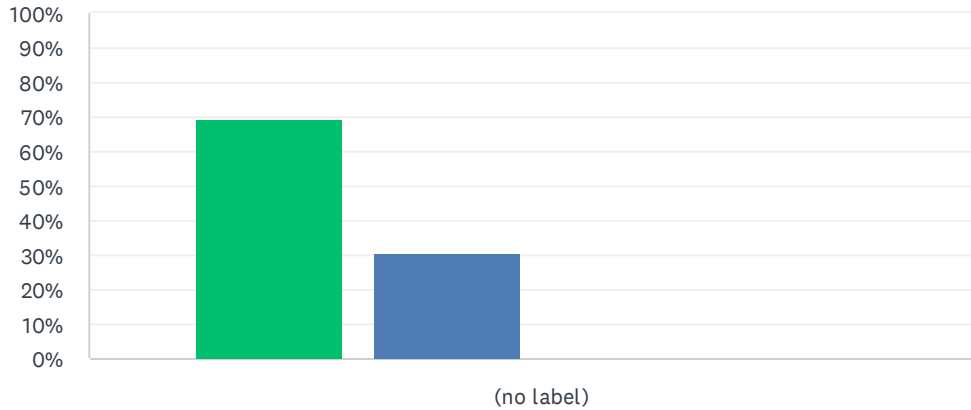
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	46.15% 6	0.00% 0	0.00% 0	13	1.54

Q28 Once a decision is made, Board members cease debate and uphold the decision of the Board.

Answered: 13 Skipped: 0



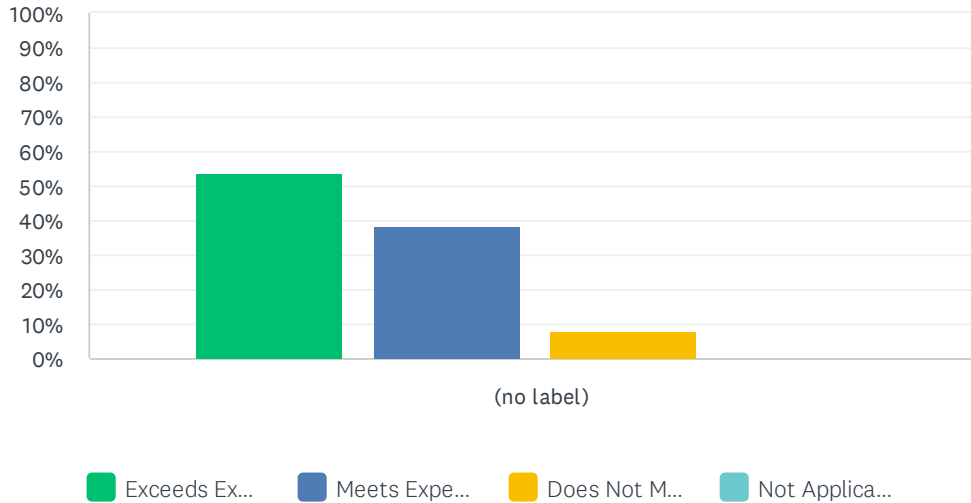
Exceeds Ex... Meets Expe... Does Not M... Not Applica...

	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	69.23% 9	30.77% 4	0.00% 0	0.00% 0	13	1.69

#	COMMENTS:	DATE
1	We have agenda in time to adequately prepare.	5/9/2023 10:14 AM

Q29 Board members are knowledgeable about the college's history, mission, and values.

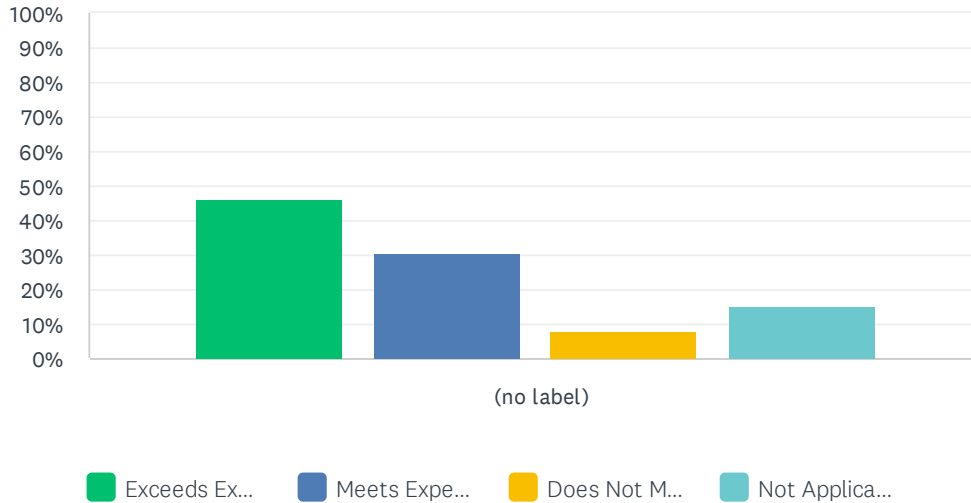
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	53.85% 7	38.46% 5	7.69% 1	0.00% 0	13	1.46

Q30 The Board helps educate the local community about community college needs and issues.

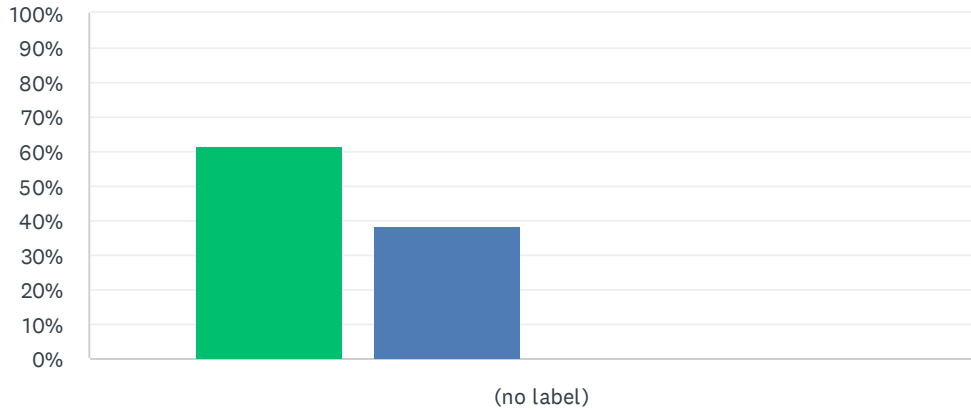
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	46.15% 6	30.77% 4	7.69% 1	15.38% 2	13	1.45

Q31 The Board actively supports the college's foundation and fundraising efforts.

Answered: 13 Skipped: 0

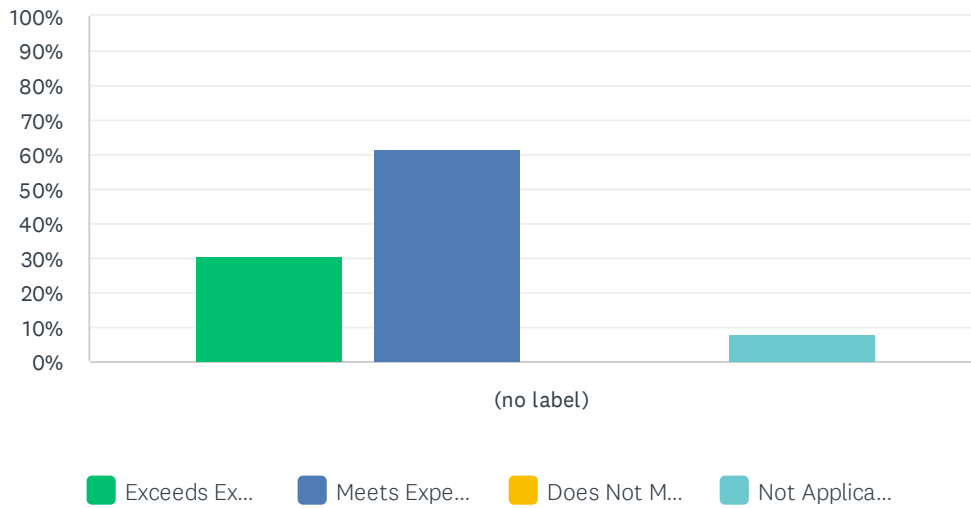


Exceeds Ex... Meets Expe... Does Not M... Not Applica...

	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	61.54% 8	38.46% 5	0.00% 0	0.00% 0	13	1.62

Q32 The Board supports the state college trustee association.

Answered: 13 Skipped: 0

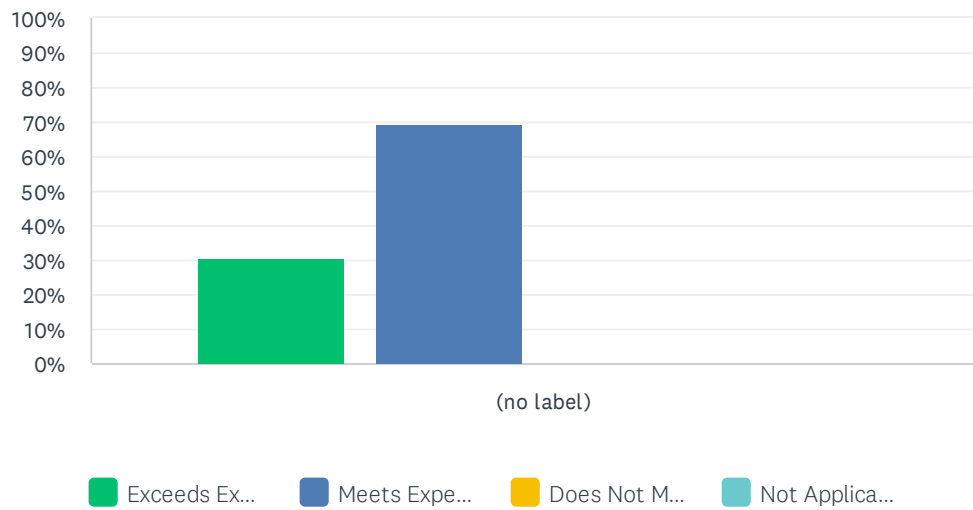


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77%	61.54%	0.00%	7.69%	13	1.33
	4	8	0	1		

#	COMMENTS:	DATE
1	Attend meetings at state and local levels is part of the role of Board members. Scholarships support thru foundation very important.	5/9/2023 10:18 AM
2	Perhaps the trustees could be more active in community outreach.	5/8/2023 12:28 PM

Q33 New members receive an orientation to the Board and the institution.

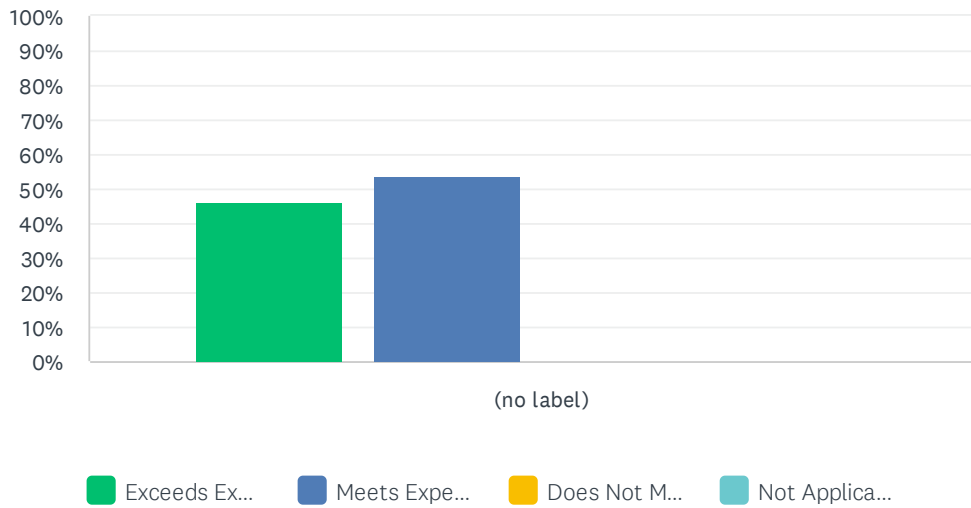
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77% 4	69.23% 9	0.00% 0	0.00% 0	13	1.31

Q34 The Board strives to become increasingly more effective.

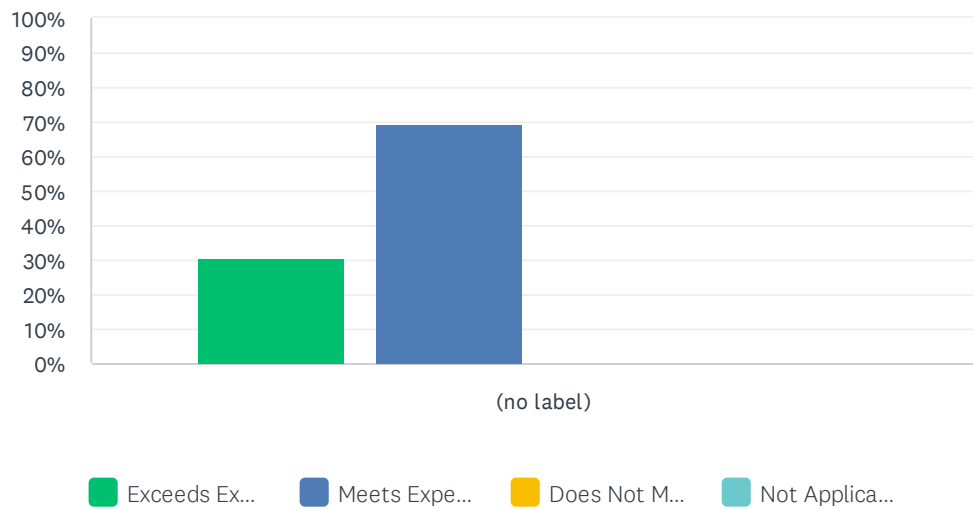
Answered: 13 Skipped: 0



	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	46.15% 6	53.85% 7	0.00% 0	0.00% 0	13	1.46

Q35 The Board periodically evaluates itself.

Answered: 13 Skipped: 0

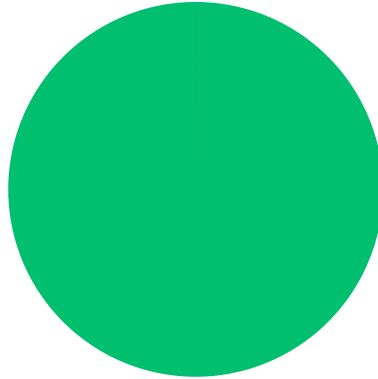


	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT APPLICABLE (UNABLE TO EVALUATE)	TOTAL	WEIGHTED AVERAGE
(no label)	30.77% 4	69.23% 9	0.00% 0	0.00% 0	13	1.31

#	COMMENTS:	DATE
1	Yearly evaluations! Encourage members to attend state and local activities!	5/9/2023 10:18 AM

Q36 What are the major accomplishments of the Board in the past two years?

Answered: 5 Skipped: 8



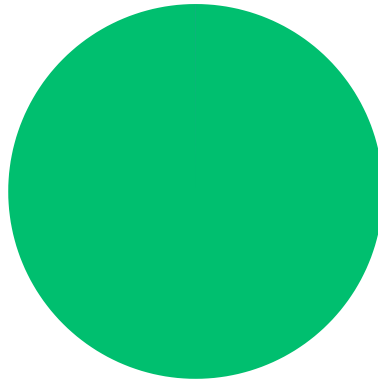
■ (no label) ■ (no label)

	(NO LABEL)	(NO LABEL)	TOTAL	WEIGHTED AVERAGE
(no label)	100.00%	0.00%	5	0.00
	5	0		

#	COMMENTS:	DATE
1	The nursing program continuing to thrive. The greenhouse is fantastic. Support for Gunsmithing continues to thrive. As a Board member I consider it part of my role to attend as many activities. Our physical facilities updates very important.	5/9/2023 10:26 AM
2	Surviving Covid Strengthening connections with MCSC Getting the word out to the community Heritage Crafts Strengthening academic and technical programs	5/9/2023 9:15 AM
3	We have collaborative work together to build an effective rapport with each other. As a result, we are able to communicate effectively to resolve core issues in an appropriate amount of time.	5/8/2023 1:02 PM
4	The board has approved and seen accomplished numerous projects on campus including the building of 2 greenhouses. The fresh look of the boardroom is appreciated. A review and revision of the Board Policy Manual was completed. While this is an ongoing project, it was good to take a look at the whole document. The college has emerged from the Covid challenge with enrollment growing to pre-pandemic numbers. The board approved the ADN and we have seen that program fill.	5/8/2023 12:45 PM
5	The board operated as a cohesive unit to assist the President and administration in navigating the ever changing challenges of running the college.	5/8/2023 8:33 AM
6	Continued upgrade of existing facilities.	5/4/2023 4:46 PM
7	Secured funding for supplement to President's salary.	4/25/2023 6:40 AM
8	Students returning to MCC after Covid. Heritage Crafts prospering. Efforts to maintain faculty. Support for SGA programs and interests.	4/17/2023 5:12 PM

Q37 As a trustee, I have concerns about:

Answered: 3 Skipped: 10



■ (no label)
 ■ (no label)

	(NO LABEL)	(NO LABEL)	TOTAL	WEIGHTED AVERAGE
(no label)	100.00%	0.00%	3	0.00
	3	0		

#	COMMENTS:	DATE
1	I really feel we are working hard to meet needs of the students and communities. Just need to continue to search for ways to get more involvement for minorities especially the hispanic group!	5/9/2023 10:26 AM
2	Salaries for instructors and the ability to attract people who are more than competent Moving forward with concepts such as farm to table, strengthening health professions, and attracting adults who can benefit from MCC.	5/9/2023 9:15 AM
3	Nothing at this time	5/8/2023 1:02 PM
4	A big concern is the turn over in personnel, especially in the administrative staff. While this is in the president's area of responsibility, these are the people that that trustees rely on for support and information. Hopefully some stability will come in the next few years. Right now another concern is the legislative bill that would drastically reduce local input and governance over our college.	5/8/2023 12:45 PM
5	I concerns about the changing world and how prepared we are, as a college, to change quickly to meet future needs. Though I don't know what those changes are.	5/8/2023 8:33 AM
6	I have spent several hours on this evaluation. As I read questions for the 3rd and 4th time I realized I could not answer some so I called Dr. Bledsoe to talk about how some items were shared with the Board. An example is the review of the Master Facility Plan on an annual basis. I learned that this standard is met through the review/approval of the annual budget. Other items such as college "needs and issues" and how we get input from the community about what the community needs from the institution are also items that I am unclear about.	5/4/2023 4:46 PM
7	Adequate salaries to retain faculty and staff. Ability to attract adult learners from the community.	4/17/2023 5:12 PM
8	Emphasis on course transfer ability rather than emphasis on salable skills. Both are important.	4/13/2023 10:58 AM

COUNTY OF MONTGOMERY

102 East Spring St. P.O. Box 425 Troy, North Carolina 27371-0425
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www.montgomerycountync.com

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Dana Dawson, Chair
Mary Hassell, Vice Chair
Kay Robinson, Commissioner
John Shaw, Commissioner
Steve Hair, Commissioner



OFFICERS	
Frankie Maness	County Manager
Amber N. Daniels	Finance Director
Melissa Pipkin	Register of Deeds
Russell J. Hollers	County Attorney
Pete Herron	Sheriff
Misty Coffin	Clerk to the Board

May 17, 2023

Claudia Bulthuis
652 Biscoe Rd.
Troy, NC 27371

Dear Mrs. Bulthuis:

This letter is to inform you that the Board of County Commissioners approved your reappointment to the Montgomery Community College Board of Trustees. Your term will expire on June 30, 2027.

Thank you for your willingness to serve our citizens and the Montgomery Community College Board of Trustees.

Sincerely,

Misty H. Coffin
Montgomery County
Board of Commissioners

Stanly Habitat Project

Steve Wilkinson <swilkinson@stanlyhabitat.org>

Tue 6/6/2023 5:05 PM

To: Chad Bledsoe <bledsoec0137@montgomery.edu>; Tracey Wyrick <wyrickt4721@montgomery.edu>; boardchair <boardchair@montgomery.edu>

Cc: Edwin Garner <garnere4572@montgomery.edu>; bulthuis105@gmail.com <bulthuis105@gmail.com>

April 6, 2023

Claudia Bulthuis, Chair, Montgomery Community College Board

Chad Bledsoe, MCC President

Tracey Wyrick, Dean of Career & Technical Education

As we near completion of our Habitat home here in Troy I want to recognize Edwin Garner and his CTE students for their excellent work building the 8 x 8 shed we're providing for our homeowner. They were able to take the diagrams and plans I provided as suggestions ... meaning they build something above and beyond the quality required! And their ownership of this component of the build freed our core volunteers to focus on the house itself.

We'll be moving it to the home site on Ophir Ave tomorrow morning. And it's nice to know that their signatures are written on the rafters – a reminder that they've made a personal investment in a family's future. Mr. Garner gave me the opportunity to put their work in this perspective early on as I met the student team and to emphasize that it's not just about a house or shed, but about a home.

Habitat for Humanity works to provide affordable housing and home ownership for those in our program. But our hope is that volunteers are encouraged as they're engaged in doing something helpful for a neighbor. When organizations and individuals in our communities catch a vision for this and enjoy working together in sacrificial service we're building much more than a house. As we've taken this first step here in Montgomery County, it was important to have MCC's support and participation.

Mr. Garner and his students were a pleasure to work with and they represent the college well – thanks to them and thanks to you for making this possible. Mr. Garner confirmed that this was a great teaching tool, since there's a hands-on process that mirrors the construction of the house. I hope we're working together again soon!

Many thanks,

Stephen Wilkinson, Construction Coordinator

Stanly County Habitat for Humanity

Steve Wilkinson

Construction Coordinator

Stanly County Habitat for Humanity

swilkinson@stanlyhabitat.org

704-985-1050 ext. 22