



Board of Trustees Monthly Meeting

Wednesday, May 10, 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 in Room 1432 of Montgomery Central High School. The meeting will be held on Wednesday, May, 10, 2023 at 5:30pm-7:00pm. The Board will meet as a committee of the whole.

Montgomery Community College
Board of Trustees - May 10, 2023
Agenda

The regular meeting of the Montgomery Community College Board of Trustees will be held in Room 1432 of Montgomery Central High School. The meeting will be held on Wednesday, May, 10, 2023 at 5:30pm-7:00pm. The Board will meet as a committee of the whole.

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

- 6.1 April Board of Trustees Meeting Minutes 5 - 13
[Board of Trustees - Apr 12 2023 - Minutes - Public.pdf](#) 
- 6.2 April Committee Minutes 14 - 27
[Board Committee Meetings - Apr 12 2023 - Minutes - Public.pdf](#) 

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

- 7.1 Monthly Financial Report (Action) - Jeanette McBride 28 - 32

[March2023FinancialReport.pdf](#) 

Action

- 7.2 Office of The State Auditor - Federal Compliance Audit Letter - Jeanette McBride 33 - 40

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

- 7.3 Foundation Funds Statement - Emily Tucker 41

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

- 7.4 Grants Update - Korrie Ervin 42 - 43

[Grants Update May 2023.pdf](#) 

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

- 8.1 Facilities and Construction Report - Dr. Chad Bledsoe 44

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

9. Personnel Committee - Phil Absher, Committee Chairman

- 9.1 Personnel Appointments 45

[Personnel Announcements April.docx](#) 

- 9.2 2023-24 Contract Renewals - Dr. Chad Bledsoe

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

- 10.1 Instruction and Student Services Update - Lee Proctor 46 - 48



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

11. Legislative and Public Relations Committee - Dr. Katie Dunlap, Committee Chairman

- 11.1 Public Relations and Marketing Report - Kelly Morgan 49

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

12. Institutional Status Committee - Robert Harris, Committee Chairman

- 12.1 Policy 4.2.2 Live Projects Revision (Second Reading) (Action) - 50 - 53
Korrie Ervin
[Policy 4.2.2 Live Client Projects Revisions.pdf](#) 
[4.02.02.01 Procedure Live Client Projects.pdf](#) 

13. SGA Report - Reagan Hunsucker, SGA President

- 13.1 SGA Report 54
[Student Government Association Report -May 2023.docx](#) 

14. President's Report - Dr. Chad Bledsoe

- 14.1 President's Activities 55
[President's Report May.docx](#) 
14.2 Summer Camps 56 - 57
[Summer Camp Schedule.pdf](#) 

15. Chairman's Report - Claudia Bulthuis

- 15.1 President's Evaluation 58 - 59
[Letter to SBCCC - President Evaluation 2023.pdf](#) 
15.2 Calendar of Events 60
[Calendar of Events - April.pdf](#) 
15.3 Board of Trustees Self Evaluation
<https://www.surveymonkey.com/r/2023BOTSelfEval>

16. Adjourn - (Action) - Claudia Bulthuis



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 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.

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
Fax: (919) 807-7647
www.auditor.nc.gov

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



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
-  Email viewed by Jeanette McBride (mcbridej1803@montgomery.edu)
2023-03-27 - 5:41:29 PM GMT- IP address: 152.27.52.253
-  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
-  Email viewed by Chad Bledsoe (bledsoec0137@montgomery.edu)
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

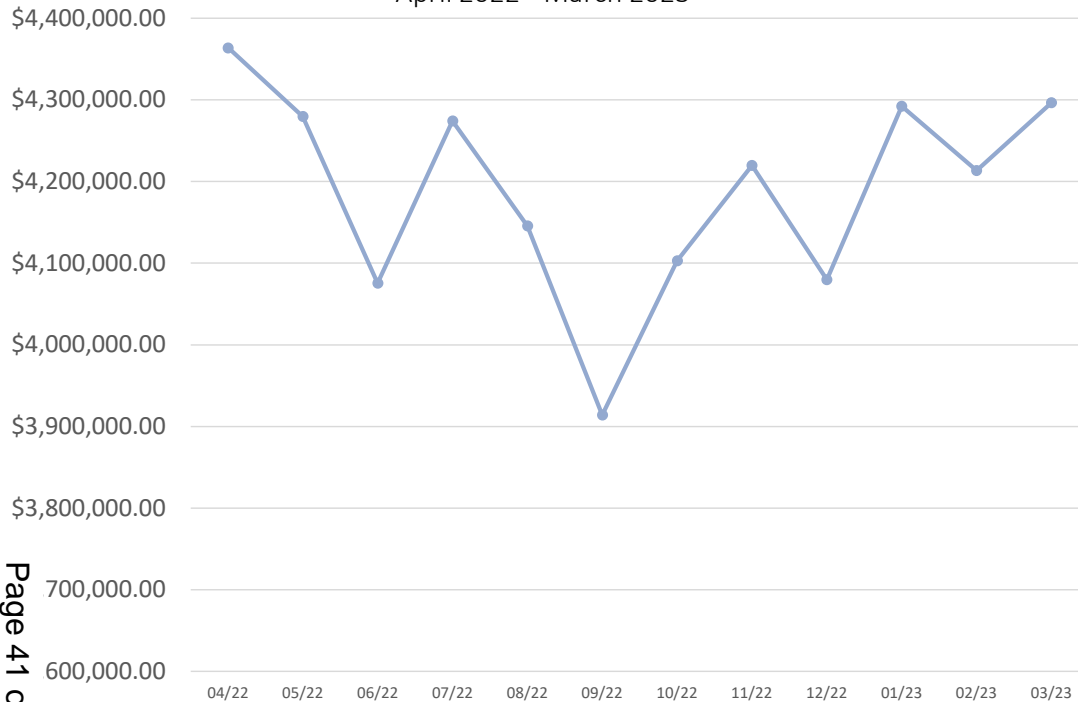
Funds Statement FY 2022-2023

	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

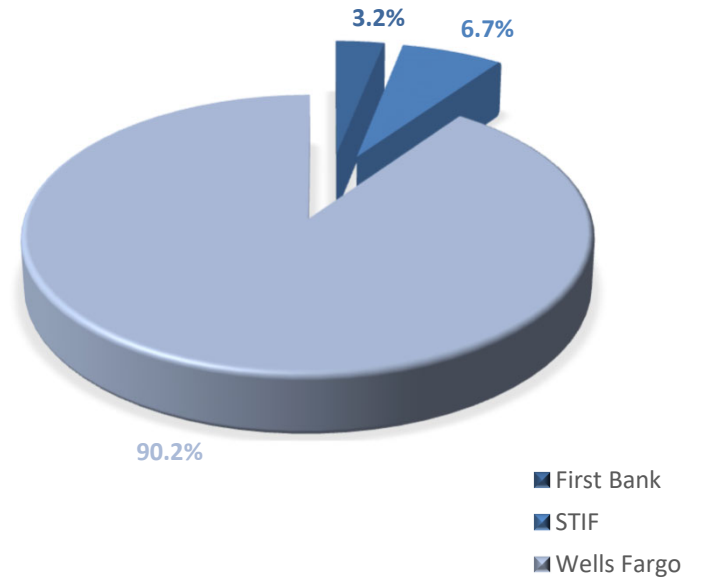
Month of March 2023			
Wells Fargo	STIF	First Bank	Total
\$3,803,630.75	\$281,323.04	\$128,594.23	\$4,213,548.02
\$9,327.59	\$715.44	\$2.24	\$10,045.27
\$433.23	\$7,257.00	22,332.30	\$30,022.53
\$9,760.82	\$7,972.44	\$22,334.54	\$40,067.80
\$3,388.87	\$3,542.05	\$15,353.91	\$22,284.83
\$3,388.87	\$3,542.05	\$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
--------	---------------------------------

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