



## **Board of Trustees Monthly Meeting Minutes**

October 11, 2023

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC, 27371

### **1. Call to Order - Claudia Bulthuis, Chair**

The regular meeting of the Board of Trustees of Montgomery Community College was called to order on October 11, 2023, at 6:30 pm by Claudia Bulthuis, Chairman.

**Board Members Present:** Claudia Bulthuis, Bill Price, Gordon Knowles, Tim McAuley **(R)**, Kerry Hensley, Susan Eggleston, Gelynda Capel, Robert Harris, Dr. Tawanda Bennett, Dr. Katie Dunlap **(R)**, and Judith Mendoza Hernandez (SGA President).

**Board Members Absent:** Dr. Philip Jones and Phil Absher

**Others Present:** Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Emily Tucker, Director of Resource Development; Kelly Morgan, Public Relations and Marketing; Jeanette McBride, Vice President of Administrative Services; Sam Britt, Department Chair, English, Arts & Humanities/English Instructor/ACA Coordinator; Hunter Smith, Dean of Continuing of Education; Charity Shore, Human Resources Specialist; Drew Winters, Dean of Student Services; Josh Thaxton, Systems Technician; Ashleigh Thompson, Medical Office Administration Department Chair; 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:* Bill Price

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel,  
Gordon Knowles, Katie Dunlap, Kerry Hensley,  
Robert Harris, Susan Eggleston, Tawanda  
Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**

**5. Board of Ethics Reminder - Claudia Bulthuis**

**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 morning'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 - Medical Office Administration Program - Ashleigh Thompson**

Ashleigh Thompson gave a presentation on the Medical Office Administration Program to the Board of Trustees.

**7. Approval of Board and Committee Minutes - Claudia Bulthuis**

Mrs. Bulthuis called for a motion to approve the September 13, 2023

Board and Committee Meeting Minutes.


*Moved by:* Gordon Knowles

*Seconded by:* Kerry Hensley

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel,  
Gordon Knowles, Katie Dunlap, Kerry Hensley,  
Robert Harris, Susan Eggleston, Tawanda  
Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**


7.1 Legislative and Institutional Status Committee Meeting  
September 13, 2023

[Legislative and Institutional Status Committee Meeting - Sep  
13 2023 - Agenda - Html](#) 

7.2 Board of Trustees Meeting Minutes September 13, 2023

[Board of Trustees Meeting - Sep 13 2023 - Minutes - Html](#) 

## **8. Finance and Facilities Committee - Gordon Knowles**

8.1 [Closeout 3-1 Project 2672 - Capel Hall Classroom Renovations](#)  
 (Action) - Jeanette McBride

[3-1 Closeout Project 2672 Capel Hall Classroom  
Renovations.pdf](#) 

The Finance and Facilities Committee recommended the  
Closeout 3-1 Project 2672 Capel Hall Classroom Renovations  
be approved.

*Moved by:* Motion from committee. No second required.

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel,  
Gordon Knowles, Katie Dunlap, Kerry Hensley,  
Robert Harris, Susan Eggleston, Tawanda  
Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**

8.2 [Bid Award for Project 2782 Campus Wide Security Upgrades \(Action\) - Dr. Bledsoe](#) 

The Finance and Facilities Committee recommended that the Bid Award for Project 2782 Campus Wide Security Upgrades be approved.

*Moved by:* Motion from committee. No second required.

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel, Gordon Knowles, Katie Dunlap, Kerry Hensley, Robert Harris, Susan Eggleston, Tawanda Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**

8.3 **In-Kind Contribution Transfer (Action) - Emily Tucker**  
[ProShots TRANSFER to Gunsmithing 2023.docx](#) 

The Finance and Facilities Committee recommended that the In-Kind Contribution Transfer be approved.

*Moved by:* Motion from committee. No second required.

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel, Gordon Knowles, Katie Dunlap, Kerry Hensley, Robert Harris, Susan Eggleston, Tawanda Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**

**9. Personnel Committee - Phil Absher**


No Report

**10. Curriculum and Student Services Committee - Bill Price**

No Report

**11. Legislative and Institutional Status Committee - Robert Harris**

11.1 Policy Updates and Additions - Second Reading (Action) - Dr. Bledsoe

[Policy 3-3-4 \(Disciplinary Action, Suspension and Dismissal\).pdf](#) 

[Policy 3-3-5 \(Contract Nonrenewal and Resignations\).pdf](#) 

[Policy 3-3-6 \(Right of Appeal\).pdf](#) 

[Policy 3-3-9 \(Reduction in Force Involuntary Leave Without Pay\).pdf](#) 

[Policy 3-4-12 \(Pregnant and Parenting Employees\).pdf](#) 

[Policy 3-4-13 New \(Teleworking\).pdf](#) 

[Policy 5-3-2 New \(Student Code of Conduct\).pdf](#) 

[Policy1-4 \(Conflict of Interest\).pdf](#) 

The Legislative and Institutional Status Committee recommended Policies 3-3-4, 3-3-5, 3-3-6, 3-3-9, 3-4-12, 3-4-13, 5-3-2, 1-4 as amended in the committee be approved.

*Moved by:* Motion from committee. No second required.

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel, Gordon Knowles, Katie Dunlap, Kerry Hensley, Robert Harris, Susan Eggleston, Tawanda Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**

## **12. Executive Leadership Reports - Dr. Chad Bledsoe**

### 12.1

[Facilities and Construction](#) 

The Board reviewed the Facilities and Construction report as presented by Dr. Bledsoe.

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

The Board reviewed the August Financial Report as presented by Jeanette McBride.

### 12.3 [Campus Security Report 2023 - Jeanette McBride](#)

The Board reviewed the Campus Security Report 2023 as presented by Jeanette McBride.

[Campus Security Report 2023.pdf](#) 

12.4 [Foundation Director's Report - Emily Tucker](#) 

The Board reviewed the August 2023 Foundation Report as presented by Emily Tucker.

12.5 Grants Report

No Report was given.

12.6 [Facilities and Construction Report - Dr. Bledsoe](#) 

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

12.7 [Personnel Updates - Dr. Bledsoe](#) 


The Board reviewed the Personnel Updates presented as by Dr. Bledsoe.

The Personnel Appointments included the appointments of Charity Shore as Biology Instructor and Drew Winters as Dean of Student Services.

The Personnel Separations included the separation of Karyna Varna Gonzalez.

12.8 [Instruction and Student Services Update - Lee Proctor](#) 

The Board reviewed the Instruction and Student Services Update as presented by Lee Proctor. The Medical Education Board will be on campus on November 9, 2023- November 10, 2023. The Gunsmithing are accepting applications for the Beneli internship. MCC is partnering with Richmond Community College for truck driving. The MCC Staff are holding a Made in Montgomery event to encourage people to attend CTE programs. The Career Fair was successful.

12.9 [Instruction and Student Services -Program Termination Notification - Developmental Disabilities - Lee Proctor](#) 

The Board reviewed the Program Termination Notification Developmental Disabilities as presented by Lee Proctor.

[02 Term HST \(A4538A\) Montgomery.pdf](#) 

12.10 [Marketing and Public Relations Report - Kelly Morgan](#) 

The Board reviewed the Marketing and Public Relations report as presented by Kelly Morgan.

12.11 [Curriculum and Student Services Committee - Lee Proctor](#) 

The Board reviewed the Level Three agreements with Stanly Community College as presented by Lee Proctor.

[Level Three ISA- Social Services.docx](#) 

[Level Three ISA- Addiction & Recovery.docx](#) 

12.12 [Legislative Update - Dr. Bledsoe](#) 

The Board reviewed the Legislative Update as presented by Dr. Bledsoe.

[Legislative Update.pdf](#) 

**13. SGA Report - Judith Mendoza-Hernandez, SGA President**

The board reviewed the SGA Report as presented by Judith Mendoza Hernandez which included a update regarding student events.

13.1 [SGA Report - Judith Mendoza-Hernandez, SGA President](#) 

**14. President's Report - Dr. Chad Bledsoe**

14.1 SACSCOC Update - Dr. Bledsoe

The Board reviewed the SACSCOC Update as presented by Dr. Bledsoe which included the positive feedback regarding the re-affirmation conducted by the SACSCOC Committee and expressed appreciation to all of the staff, employees, trustees and everyone who had a part in helping with the report.

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

The board reviewed the President's Report as presented Dr. Bledsoe which included the Shackleford Leadership Institute program which gives it's members a new prospective on how to implement leadership skills at the college, the Foundation Boots, Bling, and Blue Jeans was a huge success with record attendance and money raised. A committee was formed to start the search for VP of Instruction and a internal candidate has been chosen for the position. Habitat for Humanity sent a thank you card expressing gratitude to the college for

providing the shed from their recent build. The college received a letter from Western Carolina University noting two former graduates from Montgomery Community College have completed their degrees and graduated.

**15. Chairman's Report - Claudia Bulthuis**

Mrs. Bulthuis presented the college calendar and a update on the Gene Anderson Scholarship Fundraiser Event.

15.1 **College Events Calendar**

[Board of Trustee Calendar October.pdf](#) 

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

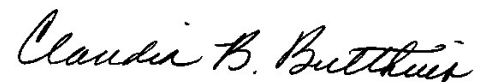
Mrs. Bulthuis called for a motion to adjourn.

*Moved by:* Gordon Knowles

*Seconded by:* Bill Price

**Aye** Bill Price, Claudia Bulthuis, Gelynda Capel, Gordon Knowles, Katie Dunlap, Kerry Hensley, Robert Harris, Susan Eggleston, Tawanda Matthews, and Tim McAuley Sr.

**Motion Carried. 10-0**



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Chairman

Mrs. Bulthuis adjourned the meeting at 7:36pm.