



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

Wednesday, October 9, 2024

Montgomery Community College (Capel Hall)

1011 Page St.

Troy, NC 27371

### **1. Call to Order - Gordon Knowles, Chair**

The regular meeting of the Board of Trustees of Montgomery Community College was called to order on October 9, 2024, at 6:30 PM by Mr. Gordon Knowles, Chair.

#### **Board Members Present:**

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

#### **Board Members Absent:**

Dr. Katie Dunlap

#### **Guests Present:**

Dr. Chad Bledsoe, President; Jeanette McBride, Senior Vice-President of Administration; Dr. Natalie Winfree, Vice-President of Instruction and Student Services; Hunter Smith, Dean of Institutional Effectiveness and Advancement; Susanna Kornegay, Director of Resource Development; Erica Bell, Nurse Aid Instructor; Kendra Mabe, Assistant Registrar of Continuing Education; Sharon Strider, College Registrar; Debby Douglas, Distance Learning Coordinator; Josh Thaxton, Systems Technician, and

Rene Perryman, Executive Assistant to the President.

**2. Welcome and Announcements - Gordon Knowles**

Mr. Knowles welcomed all in attendance. Mr. Knowles introduced new employees, Kendra Mabe, Assistant Registrar of Continuing Education and Erika Bell, Nurse Aid Instructor and guests. Mr. Knowles mentioned special guests, Sharon Strider, College Registrar and Debby Douglas, Distance Learning Coordinator.

**3. Prayer - Dr. Tawanda Matthews**

Dr. Tawanda Matthews opened the meeting with a prayer.

**4. Approval of Agenda- (Action) - Gordon Knowles**

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

*Moved by:* Kerry Hensley

*Seconded by:* Bill Price

**Motion carried.**

**5. Board of Ethics Reminder - Gordon Knowles**

**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.**

Mr. Knowles read the ethics statement, reminding the Board Members of Chapter 138A of the State Government Ethics Act and the Montgomery Community College Board Policy 1.4 Conflict of Interest, and asked if there were any potential or actual conflicts of interest.

No conflicts of interest were declared.

**6. Board Presentation - Debby Douglas, Distance Learning Coordinator**

Debby Douglas, Distance Learning Coordinator gave a presentation on Distance Learning. Ms. Douglas' presentation described the different types

of distance learning that are available at the college. Her presentation included a sample of a distance learning course and demonstrated how students navigate through their assignments.

## 7. **Approval of Board and Committee Minutes - Gordon Knowles**

- 7.1 Board of Trustees Meeting Minutes September 4, 2024  
(Action) - Mr. Knowles

[Board of Trustees Meeting - Sep 04 2024 - Minutes](#) 

Mr. Knowles called for a motion to approve the September 4, 2024 Board Meeting Minutes.

*Moved by:* Claudia Bulthuis

*Seconded by:* Michael Mills

**Motion carried.**

## 8. **Finance and Facilities Committee - Robert Harris**

- 8.1 2-1 2024/2025 State & Local Budget (Action) Jeanette McBride  
[FY2024-25 DCC2-1 854 Summary.pdf](#) 

[FY2024-25 DCC2-1 SignaturePage1.pdf](#) 

Robert Harris, Chair of the Finance and Facilities Committee, shared information with the Board regarding the 2024/2025 State and Local Budget.

Mr. Harris made a motion to approve the 2024/2025 State and Local Budget as presented.

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

**Motion carried.**

- 8.2 [In Kind Donation Transfers \(Action\) - Hunter Smith](#) 

Mr. Harris shared information with the Board regarding the In Kind Donation Transfers.

Mr. Harris made a motion to approve the In Kind Donation Transfers as presented.

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

**Motion carried.**

**9. Personnel Committee - Katie Dunlap**

9.1 [Job Description: Director of Community Outreach \(Action\) - Dr. Bledsoe](#) 

9.2 [Organizational Chart Revision \(Action\) - Dr. Bledsoe](#) 

Gordon Knowles, Vice-Chair of the Personnel Committee, shared the job description for the Director of Community Outreach position with board members. The position was added to the Organization Chart Revision for approval.

Mr. Knowles made a motion to approve the job description of the Director of Community Outreach position and the Organizational Chart Revision as presented.

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

**Motion carried.**

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

No Report.

**11. Legislative and Institutional Status Committee - Kerry Hensley**

11.1 [MCC ByLaws Revision \(First Reading\) - Dr. Bledsoe](#) 

Kerry Hensley informed board members of the changes to the ByLaws. This is a first reading and requires no action at this time.

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

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

Jeanette McBride presented the college's Financial Reports for the month of August 2024. State expenditures totaled \$1,623,295 through the month of August, which is in-line with expenditures this time last year. County operating expenditures totaled \$165,523 or 16.5% of budget. The balance in the STIF (State Treasurers Investment Fund) is \$214,334.

12.2 [Campus Security Report 2024 - Jeanette McBride](#) 

Jeanette McBride presented the college's 2024 Campus Security Report.

12.3 [Foundation Director's Report - Susanna Kornegay](#) 

Susanna Kornegay shared the Foundation Report with the board. For the month ending August 31, 2024, the balance of all three accounts is \$5,216,317.53. This reflects a market change increase of \$82,666.45 for the period ending August 31, 2024.

The Annual Fall Fundraiser "Go for Gold" was held on September 27, 2024 at the Garner Center and raised a total net amount of \$34,491.38.

12.4 [Grants Report - Hunter Smith](#) 

Hunter Smith updated the board on the status of the recently applied for Grants, including two National Rifle Association Merit Scholarships for a total of \$8000 that were submitted in September 2024.

12.5 [Marketing and Public Relations Report October 2024 - Hunter Smith](#) 

Hunter Smith presented the Marketing and Public Relations Report for August 2024. The CTE Van has a new wrap, which is an advertising tool for the college. Work has begun on the Spring 2025 TrailGuide.

12.6 [2024 Performance Measures - Hunter Smith](#) 

Hunter Smith presented the 2024 Performance Measures. Mr. Smith described the seven areas on the summary and in which categories the college excelled.

There was a discussion about the top areas of concern and the plans to improve.

12.7 Strategic Plan Update - Hunter Smith

Hunter Smith informed the board about the planning timeline and the upcoming Board Focus Group for the next Strategic Plan.

- Planning Timeline
- Board Focus Group

12.8 [Instruction and Student Services Report - Dr. Natalie Winfree.pdf](#) 

Dr. Natalie Winfree presented the Instruction and Student Services Report. Dr. Winfree informed board members of events that have taken place recently, as well as those events that will be happening in the near future.

12.9 [Facilities and Construction Update - Dr. Bledsoe](#) 

Dr. Bledsoe presented the Facilities and Construction Update including the office renovations happening in building 100.

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

Dr. Bledsoe informed Board members of the recent Personnel updates.

**13. SGA Report - Drew Harmon, SGA President**

13.1 [Student Government Association Report - Drew Harmon.pdf](#) 

Drew Harmon shared the Student Government Association (SGA) Report with Board members. Mr. Harmon discussed the upcoming MCC Fall Festival on November 6, 2024, as well as the "You are" bulletin board, sponsored by the SGA, which is full of positive affirmations for our students.

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

14.1 [President's Report 2024-10-09.pdf](#) 

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

**15. Chairman's Report - Mr. Knowles**

Mr. Knowles presented the Board of Trustee Calendar 2024-25. Mr. Knowles encouraged Board members to attend the NCACCT Conferences and board members discussed speakers and interesting presentations at the NCACCT conference they attended in early September in Asheville, NC.

15.1 [Board of Trustee Calendar 2024-25.pdf](#) 

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

Mr. Knowles called for a motion to adjourn the meeting at 7:53 PM.

*Moved by:* Bill Price

*Seconded by:* Kerry Hensley

**Motion carried.**

**17.**



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Chairman