



**BLUE RIDGE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES**

Monday, January 9, 2023 ~ 5 p.m. ~ Patton Building Workforce Board Room

Item

MEMBERS PRESENT	Vivian Bolaños , Cathy Childress, Steve Dozier, Dr. Clay Eddleman, Betty Gash, Dr. Jeremy Gibbs, Chip Gould, Mark Isabelli, Nathan Kennedy , Kelly Leonard, Mike Pressley, Jim Rasmussen, Dr. Brian Weaver and Duke Woodhull
MEMBERS ABSENT	Brianna Allen
OTHERS PRESENT	Lisa Adkins, Kathy Allen, Carolyn Alley, Lorri Allison, Kirsten Bunch, Dr. Laura Leatherwood, Glenda McC Carson, Dr. Chad Merrill, Joy Oliver, Tammy Pryor, Dr. Scott Queen, Ben Rickert, Steve Young, and College Attorney Dean Shatley
CALL TO ORDER AND WELCOME	Chairman Chip Gould called the meeting to order at approximately 5 p.m.
ETHICS STATEMENT	Mr. Gould read the Ethics Statement. No conflicts were reported.
APPROVAL OF AGENDA	Ms. Bolaños moved to approve the meeting agenda. The motion was seconded by Mr. Rasmussen and carried without opposition.
APPROVAL OF CONSENT AGENDA	A motion was made by Mr. Leonard, seconded by Mr. Woodhull, to approve the consent agenda. The motion passed without opposition.
COMMITTEE REPORTS	<p>Facilities Committee</p> <p>Committee Chairman Duke Woodhull recognized Dr. Merrill to deliver an update on facilities projects. Dr. Merrill highlighted the following:</p> <ul style="list-style-type: none">• Henderson County capital projects<ul style="list-style-type: none">○ Total of 12 projects totaling more than \$1.6 million○ All are in process or completed except for three on hold by the county• Transylvania County capital projects<ul style="list-style-type: none">○ Total of six projects totaling \$212,240○ All are underway or near completion; dealing with some backordered items• Patton building project update<ul style="list-style-type: none">○ Parking lot repaving scheduled for spring○ Addressing several roof leaks○ Wyatt Auditorium now open for use by public and College

- New greenhouse construction and restrooms
 - Funded by \$1M Golden LEAF grant & grants totaling \$250,000 from the Cannon Foundation and Cannon Trust
 - Need approval of NCCCS Form 3-1 for the greenhouse project
- Cell tower lease
 - Received approval to add repeater to improve law enforcement and emergency management radio signals
 - Awaiting final lease agreement for signature
- Facilities Master Plan – stakeholder meetings have begun
- Henderson County Four Year Plan: Total request of more than \$92 million over four years; does not include more than \$4.5 million for capital improvements for buildings that may be replaced (Killian, Henderson, Facilities & Grounds) with a new Facilities Building and Student Center
- Transylvania County Capital Improvement Projects for 2023-24
 - Total request of \$161,200 for 2023-24 capital projects
 - Also including request of \$35 million for new facility construction
- State Capital Infrastructure Funds (SCIF) - Allowable use of funds explained by CFO Carolyn Alley
- Facilities Use Rental Fees - 10% increase; fees have not been raised in several years

With all questions answered and by direction of the Facilities Committee, Mr. Woodhull made the following motions:

- To approve the NCCCS 3-1 Form for the new greenhouse project
- To approve the Henderson County Four Year Plan projects with a change to the order of items listed on the summary page and the addition of the year buildings were constructed
- To approve the 2023-2024 Transylvania County capital projects
- To approve the use of State Capital Infrastructure Funds (SCIF), in the amount of \$2.9 million toward the construction of the new Facilities Building included in the Henderson County Four Year Plan
- To approve the Facilities Use Rental Fees as presented

As the motions came from the Facilities Committee, no second was needed. All of the motions passed without opposition.

Finance and Investment Committee

Committee Chairman Kelly Leonard and Associate Vice President/Chief Financial Officer Carolyn Alley called attention to the financial reports as of November 30, 2022. These reports, along with others, were posted for review prior to the meeting.

After pausing for questions, Ms. Alley went over the Henderson County Four Year Plan budget as well as the Transylvania County 2023-2024 capital and operating budget requests. With all questions answered and by direction of the Finance Committee, Mr. Leonard made a motion to approve the 2023-2024 capital and operating budgets for Henderson (\$8,008,278) and Transylvania (\$655,321 – operating; \$161,200 – capital) Counties. As the motion came from the Finance Committee, no second was needed and the motion passed without opposition.

Ms. Alley referenced the 2023-2024 Specific Fees and Live Project Fees report and called attention to the changes highlighted in yellow. When all questions were answered and with approval of the of the Finance Committee, Mr. Leonard made a motion to approve the 2023-24 specific and live project fees for curriculum and continuing education, as presented. As the motion came from the Finance Committee, no second was needed and the motion passed without opposition.

COLLEGE REPORTS

President's Report

Dr. Leatherwood introduced Faculty Senate representative and Nursing Instructor Joy Oliver to the trustees, then referenced her written report which was published on the meeting web page, pausing to answer any related questions. She covered several topics in her verbal report including:

- December 2022 Graduation and Credentials Awarded
 - 133 degree credentials
 - 383 workforce completers
- \$1 million Dogwood Health Grant
 - For Early Childhood Education program expansion support
 - Expansion will help us meet workforce needs in this sector
 - Story featured on WLOS TV before holiday break
- New Career & College Promise Model
 - Vice President Dr. Stegall shared information on new model
 - Expansion of on-site services provided at high schools
 - Made possible by Dr. Stegall's efforts and K-12 knowledge
- Spring Happenings
 - 2023-24 budget development process roll out in February (based on enrollment and FTE estimates)
 - Increase in legislative advocacy activities with the start of the NC biennial legislative session in January
 - Top priority: special appropriations for the College
 - Work with Henderson County on the College's Four-Year Plan
 - Work with Transylvania County on the College's 2023-2024 budget
- Special recognition of Dr. Merrill, Ms. McC Carson, Ms. Alley and the team who created the Henderson County Four Year Plan

Educational Foundation Report

Vice President Adkins afforded the following updates:

- Marketing:
 - Continuing to update program materials, video and print
 - Student Welcome Brochure and CE class schedule included in meeting packets
- Foundation:
 - Board of Directors Retreat
 - Date: February 22, 2023
 - All trustees invited to attend
 - Community Ambassador Program
 - Planning underway
 - Accepting nominations for program participants

Student Government Association (SGA) Report

The SGA Report was posted to the meeting web page in advance of the meeting. There were no questions from the trustees related to the report.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Gould announced that the March 13, 2023, board meeting has been changed to an abbreviated board meeting followed by lunch and a mini-retreat. The meeting will begin at 11 a.m. and will conclude by 2 p.m. The location of the meeting will be announced soon.

Mr. Gould also announced the following meetings:

- ACCT National Legislative Summit, February 5-8 in Washington, DC
- NCACCT Legislative Seminar, March 29-31 in Raleigh

COMMENTS AND
ADJOURNMENT

The meeting wrapped up with comments from the trustees. Mr. Shatley added that he might have an update for the Board at the March meeting. The meeting ended at approximately 6 p.m.

John B. "Chip" Gould, Chairman

Dr. Laura B. Leatherwood, Secretary