

# ISOTHERMAL

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## COMMUNITY COLLEGE

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MEETING OF THE BOARD OF TRUSTEES  
JULY 09, 2024

The Board of Trustees of Isothermal Community College met on Tuesday, July 09, 2024, at 12:30 p.m. at Isothermal Community College's Rutherford Campus in Spindale, NC. The following trustees were present: Jordan Barnes, Amy Jenkins, David Scherping, Seema Daigle, Dave Hunt, Grady Franklin, Jackie Godlock, James Hutchins, John Condrey, Eddie Holland, Roger Jolly, Bill Miller, and Amanda Shevette. Tony Helton attended via Zoom. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Greg Thomas, Leeann Cline-Burris, Madeline Smith, Mike Gavin, Robby Walters, and Thad Harrill.

Chairman James Hutchins called the meeting to order and welcomed the new Board Members and others in attendance. He expressed his gratitude for the service of Mr. Chivous Bradley whose term expired.

### Ethics Statement

Mrs. Jackie Godlock asked Board members if they knew of any actual conflict of interest or the appearance of a conflict of interest which exists concerning any matter coming before the Board of Trustees. No conflicts were noted.

### Agenda Confirmation

Chairman Hutchins presented the agenda. Mr. David Hunt made a motion to approve the agenda. Mr. Roger Jolly seconded the motion. After no objections, the agenda was approved by unanimous consent.

### Nomination of Officers

Mr. Roger Jolly gave the Nominating Committee report. On behalf of the Committee, he made a motion to appoint Mr. James Hutchins as Chair for the 2024/2025 year. He asked the Board of Trustees for additional nominations. No other nominations were made. The Board of Trustees unanimously approved the motion to elect Mr. James Hutchins as Chair for the 2024/2025 year.

On behalf of the Nominating Committee, Mr. Jolly made a motion to appoint Mr. Bill Miller as Vice Chair for the 2024/2025 year. He asked the Board of Trustees for additional nominations. No other nominations were made. The Board of Trustees unanimously approved the motion to elect Mr. Bill Miller as Vice Chair for the 2024/2025 year.

On behalf of the Nominating Committee, Mr. Jolly made a motion to appoint Mrs. Jackie Godlock as Secretary/Parliamentarian for the 2024/2025 year. He asked the Board of Trustees

for additional nominations. No other nominations were made. The Board of Trustees unanimously approved the motion to elect Mrs. Jackie Godlock as Secretary/Parliamentarian for the 2024/2025 year.

#### Committee Officers

Chairman Hutchins discussed the Board of Trustees being in transition with appointments and that Committees will remain the same until he receives the committee preference surveys and appointments are finalized.

Chairman Hutchins encouraged each Board of Trustee member to complete the committee preference survey and return it to Mrs. DeeDee Barnard at the end of the meeting.

Chairman Hutchins presented the following chairs for each of the standing committees and Mr. Grady Franklin made a motion to approve the Committee Chairs. Mr. Dave Hunt seconded the motion.

John Condrey, Facilities  
Dave Hunt, Finance  
Roger Jolly, Personnel  
Amanda Shevette, Programs

After discussion, the Board of Trustees unanimously approved the Committee Chairs for the 2024/2025 year.

#### Consent Agenda

Chairman Hutchins presented the Consent Agenda containing meeting minutes from the regular meeting on May 21, 2024, and the budget revisions. Mr. Dave Hunt made a motion to approve the Consent Agenda. Mr. John Condrey seconded the motion. The consent agenda was approved by unanimous consent.

#### Trustee Items

Mr. Bill Miller gave the Executive Committee report. On behalf of the Executive Committee, he made a motion to approve the Educational Assistance Policy. The policy was unanimously approved.

On behalf of the Executive Committee, Mr. Miller made a motion to approve the Banking Management policy. Dr. Annunziata informed the Board of Trustees that the policy was needed to address the change in banking services with an account that is no longer active. The names on the account are no longer employed by Isothermal Community College. The current balance is \$2,500. Dr. Annunziata discussed the process and safeguards in place to safeguard accounts from one individual being allowed to open and close accounts. The motion was unanimously approved.

Dr. Annunziata reviewed the calendar for upcoming meetings and activities for the Board of Trustees. Most of the meetings will be held at 12 noon. She informed the Board of Trustees of

their next meeting on August 13 at 12 noon and asked if Board members need reminders in the form of texts or emails.

Mr. John Condrey announced no formal report from the Facilities Committee at this time, but that the Facilities Committee will meet on July 31, 2024 to review the Health & Science Construction Project Design Build firm recommendation from the interviews.

Mr. Dave Hunt announced no formal report from the Finance Committee.

Mr. Roger Jolly announced no formal report from the Personnel Committee.

Mrs. Amanda Shevette announced no formal report from the Programs Committee.

Mr. John Condrey announced that the Bylaw Committee had met, and recommendations were with Mr. Dean Shatley and his firm for revisions of the Bylaws.

#### President's Report

Dr. Annunziata welcomed the new Board of Trustees. She discussed her gratitude for the support and commitment of the Board of Trustees.

Dr. Annunziata introduced Dr. Madeline Smith to share the Health and Sciences Building timeline with the Board of Trustees. Dr. Madeline Smith informed the Board of Trustees that the request for qualifications was posted on June 10. A required meeting for interested firms was held on June 17, 2024, and about fifty individuals were present representing firms in design, construction contractors, and others in the process. The requests are due today, July 09 by 3:00 p.m. and the short list will be determined by Monday. A review committee comprised of College Employees and Board of Trustee members James Hutchins, John Condrey, and Dave Hunt will meet with the firms called for interviews on July 30, 2024. Dr. Annunziata reviewed the process with the design build project compared to a design bid build process. She announced that \$32 million was the price on the bid paperwork with an opening goal of August 2026. The Board of Trustees discussed the building project process and how the College may work with potential construction contractors to establish a welcoming environment that will come in at budget.

Dr. Annunziata shared the Compliance Review from the 2022-23 reporting period and informed the Board of Trustees of no material findings. The College did receive a coaching letter from the NC Community System Office on calculation of full time equivalent and census dates.

Dr. Annunziata introduced Dr. Greg Thomas to review considerations on the need to revise the College's operating hours. The current operating hours are 8-4:30 Monday through Friday during the fall and spring semesters, and 7:30 – 5:30 Monday through Thursday during the summer semester. After a review of the operating hours and input from faculty and staff, the recommendation is to operate Monday through Thursday 7:30—5:30 and 8—12 noon on Fridays year-round. He reported that after meeting with supervisors, plans are being developed with the new schedule becoming effective January 1, 2025. Classes will continue to run outside of the

operating hours as needed. Dr. Annunziata announced that the College currently gives each employee 1.5 hours of administrative leave during the summer each week. She discussed this as a liability and that beginning in 2025 the administrative leave during the summer will end. The Board of Trustees discussed the granting of administrative leave years ago when faculty and staff had not received salary increases over several years. Dr. Annunziata discussed the need for the College to be available for the community and extending the operating hours will allow those individuals working more opportunities to visit the campus.

Dr. Annunziata informed the Board of Trustees that the Spindale Foundation and the Polk County ICC Campus Foundations had met, and both voted to move forward in merging into one entity. Dr. Thad Harrill along with Mr. Dean Shatley are working to develop the strategy for the merging of the two boards.

Dr. Thad Harrill announced the upcoming Golf Tournament on September 05, 2024, and shared information regarding the tournament. In addition, Dr. Harrill informed the Board of Trustees of the following grants received since March 2024 with total commitments of approximately \$2,000,000.

Cannon: \$250,000 Truck Driving  
Charles A Cannon Trust: \$250,000 Truck Driving  
ARC: \$500,000 Truck Driving; working on getting them final info for approval  
Meta: \$290,000 XRAIL (extended reality artificial intelligence lab)  
RHI Legacy: \$250,000 healthcare scholarship  
Health & Sciences Building: \$300,000 pledge  
(Others also in the works)

Dr. Annunziata announced that the College's accreditor, agent Southern Association of Colleges and Schools Commission on Colleges, approved the monitoring report for expanding offerings on the Polk Campus. No further monitoring is required. .

Dr. Annunziata informed the Board of Trustees that policies are being considered by the State Board of Community Colleges in July that may impact the College immediately. Once these policies have passed, they will be presented to the College Board of Trustees in August.

#### Closed Session

Mrs. Jackie Godlock made a motion to go into closed session under General Statute 143-318.11.1 to (1)To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes. Mr. John Condrey seconded the motion, and the motion was unanimously approved. Mr. Hutchins asked for Mrs. DeeDee Barnard to remain to take the minutes.

Mr. Roger Jolly made a motion to return to the open session and Mrs. Jackie Godlock seconded the motion. The motion was unanimously approved.

Chairman Hutchins announced that closed session minutes from May 21, 2024, were approved.

Mr. Grady Franklin made a motion to adjourn, and the meeting adjourned.

  
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CHAIRMAN  
MR. JAMES HUTCHINS

  
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PARLIMENTARIAN/SECRETARY  
MRS. JACKIE GODLOCK