

ISOTHERMAL

COMMUNITY COLLEGE

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SPECIAL MEETING OF THE BOARD OF TRUSTEES
OCTOBER 01, 2024

The Board of Trustees of Isothermal Community College met on Tuesday, October 01, 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, Dave Hunt, James Hutchins, John Condrey, Eddie Holland, and Tony Helton. Dr. Seema Daigle and Amanda Shevette 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. He expressed his appreciation to those in attendance.

Ethics Statement

Mr. Dave Hunt 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. Dr. Margaret Annunziata requested the addition of the 3-1 Capital Project form from the Office of State Construction for the new Health & Sciences Facility 3-1. She announced that action from the Board of Trustees was a requirement to submit the document that outlines the funding sources for the project. Mr. David Hunt made a motion to approve the agenda with the addition. Mr. Dave Scherping seconded the motion. After no objections, the agenda was approved by unanimous consent.

Trustee Items

Chairman Hutchins gave the Executive Committee report. He presented the Personal Observance Leave policy to the Board of Trustees for the first reading.

Mr. Condrey announced that the Bylaws Committee met and reviewed the recommendations and revisions to the Bylaws from Mr. Dean Shatley. The Committee presented the revisions to the Executive Committee and now the Executive Committee presents the Bylaws for the first reading.

Mr. Dave Hunt gave the Finance Committee report. He presented a copy of the Workforce Development grants that were issued to students enrolled in short term programs. Dr. Margaret

Annunziata shared that the College has expended all of the \$40,000 allotted by the Board of Trustees from the Powers Scholarship program. She announced that the College wants to continue the grant program and has identified an additional \$40,000 from Bookstore excess receipts.

Mr. Dave Hunt presented the account balances of student debts in the amount of \$54,020.90 from the academic years of 2017 and 2018. He announced that the College will continue collection efforts for these funds. On behalf of the Finance Committee, he made a motion to write off the \$54,020.90 from the College accounts. Dr. Madeline Smith informed the Board of Trustees that in 2017 the College had \$29,906.54 remaining debt from 51 students and \$24,114.36 from 31 students in 2018. The motion was unanimously approved.

Mr. Hunt presented the 2024/2025 Fiscal Year DCCC2-1 Form. Dr. Smith reviewed the budget broken down by institutional, state, and each county. The institutional funds are passed through funds that come from the federal grants. She reviewed each section with the Board of Trustees. Mr. Hunt informed the Board of Trustees that the Finance Committee discussed having more details provided prior to the adoption of the budget. Mr. Hutchins discussed having work sessions next year prior to the budget adoption and reminded the Board that county budgets were reviewed back in the spring. The budget was approved with Mr. Tony Helton abstaining from the vote.

Dr. Annunziata presented the Health & Sciences Construction 3-1 Form required by the Office of State Construction. She reminded the Board that in the spring they approved the Design Build project for the Health & Sciences building. The 3-1 Form is due to be acted on by the State Board of Community Colleges on October 18. Mr. John Condrey made a motion to approve the 3-1 Form for the Health & Sciences Building and Mr. Tony Helton seconded the motion, and the motion carried.

Mr. Dave Hunt made a motion to adjourn, and the meeting adjourned.



CHAIRMAN
MR. JAMES HUTCHINS



ACTING/PARLIMENTARIAN/SECRETARY
MR. DAVE HUNT