

# ISOTHERMAL

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## COMMUNITY COLLEGE

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MEETING OF THE BOARD OF TRUSTEES  
DECEMBER 17, 2024

The Board of Trustees of Isothermal Community College met on Tuesday, December 17, 2024, at 10:00 a.m. at Isothermal Community College's Rutherford Campus in Spindale, NC. The following trustees were present: Michael Benfield, Amy Jenkins, David Scherping, Seema Daigle, Jackie Godlock, James Hutchins, John Condrey, Eddie Holland, Tony Helton, and Bill Miller. Grady Franklin attended via Zoom. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Greg Thomas, Madeline Smith, Mike Gavin, Robby Walters, Thad Harrill, SGA Kimberly Trivette.

Chairman James Hutchins called the meeting to order and welcomed everyone. He announced that paperwork for the new Health & Sciences Center was submitted to the Office of State Construction and the project is scheduled to be completed by October 31, 2026.

### Swearing In

Mr. Bryan King, Chairman of the Rutherford County Commissioners swore in Mr. Michael Benfield as a Trustee for Isothermal Community College appointed by the Rutherford County Commissioners.

### 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 and announced the removal of Committees from the agenda. After no objections, the agenda was approved by unanimous consent.

### Consent Agenda

Chairman Hutchins presented the minutes from October 29, 2024. After no objections, the minutes were approved by unanimous consent.

### Trustee Items

Chairman Hutchins presented the Bylaw revision of article three, section 6 that discusses that the President has control over fundraising and announced that this was the first reading of this policy change. Chairman Hutchins presented the President Hiring & Duties procedure that will be located in the Human Resources section of the policy manual and referenced in the Bylaws. Mr.

Dean Shatley informed the Board that this procedure is mandated by the NC State Board of Community Colleges and is a new procedure outlining the state code. Mr. Shatley discussed that due to the reference in the Bylaws that housing the procedure in the Human Resource sections is allowable. Chairman Hutchins announced that since this new procedure is mandated by NC State Board Code, the procedure will be coming forth to the Board of Trustees as an action item today. The procedure was approved by unanimous consent.

Chairman Hutchins presented sections six and seven of the policy manual. Dr. Annunziata informed the Board of Trustees that these policies are currently being reviewed by the Board of Trustees, College Faculty, and Staff. They will be presented to the Board of Trustees in January for action.

Chairman Hutchins presented the Annual Leave policy and Dr. Annunziata announced that this policy change will allow for the President to advance leave to employees who have not been employed long enough to establish leave time needed for the winter break. She discussed that this change would allow employees to request leave in advance. Chairman Hutchins made a motion on behalf of the Executive Committee to approve this policy. After discussion on the amount of leave earned for full-time and part-time faculty and staff, the policy was unanimously approved.

On behalf of the Executive Committee, Chairman Hutchins made a motion to approve the Nail Technology Service Fee of \$10.00. Dr. Annunziata reviewed the new fee that will align with a new nail service that will begin with a new program in Continuing Education. The motion was unanimously approved.

Mr. John Condrey presented the update on projects with facilities and announced that the Facilities Committee will need a meeting in January. He reviewed the project tracker with the Board of Trustees. Dr. Margaret Annunziata announced that the HVAC project in the Student Center will be delayed due to the corrosion of the pipes in the Student Center. The original project came in under the budget set aside for the project so therefore she does not anticipate an excessive increase in the cost of the project. In addition, Dr. Annunziata announced that the pool is back open for the local swim team organizations, and they will be using the facility over the winter break. Chairman Hutchins discussed that the Foundation Performing Arts Center is about the size of the new Health & Sciences Center and will be the largest building project since the building of the Performing Arts Center.

Dr. Margaret Annunziata gave the report from the Finance Committee. She informed the Board of Trustees that statements from Atlanta Consulting Group were shared with the Finance Committee. She announced income from the accounts in the amount of \$300,000 from the Powers portfolio and income of \$46,000 from the Furches account. She shared that the Committee discussed the facility audit that was completed by the Office of State Construction. The Facilities and the Finance Committee will receive a copy of the audit. She discussed the Finance Committees use of the audit to set budget priorities and funding requests. Dr. Annunziata announced that the General Assembly overrode the Governor's veto of the law that contained the enrollment growth funding for community colleges. The NC Community College

State Board must approve the additional funding before community colleges may add it to their budgets. She informed the Board of Trustees that the Finance Committee will need a meeting in January to review the budget revision of \$1.123 million for Isothermal Community College.

Chairman Hutchins presented Jordan Barnes as chair of the Personnel Committee. Mr. John Condrey seconded the motion. The motion was unanimously approved.

Chairman Hutchins presented Grady Franklin as chair of the Programs Committee. Mr. Bill Miller seconded the motion. The motion was unanimously approved. Programs Committee

#### President's Report

Dr. Annunziata presented the budget revisions for approval. She discussed the number of items on the budget revisions with most of the list being due to grants and other categorical pass-through funding. The Board of Trustees discussed the high-cost healthcare budget revision for the Dental Hygiene program. The Board of Trustees discussed the return of funds for the NC Apprenticeship programs. Dr. Greg Thomas gave an update to the Trustees on the expansion of the program into other workforce industries like healthcare.

Dr. Annunziata announced that Isothermal Community College has been named as a finalist for the Bellwether award. The finalists were announced by the Community College Futures Assembly and Isothermal was named as one of ten finalists in programming. A team will compete in San Antonio, TX in February for this award. Dr. Seema Daigle will attend as a representative of the Board of Trustees to show support of the team as they compete. Dr. Annunziata announced that five of the ten finalists were community colleges in NC.

Dr. Annunziata announced the upcoming National Legislative Summit in February and requested Trustee representation. Mr. Bill Miller discussed the importance of Trustee representation when the colleges meet on Capital Hill with lawmakers.

Dr. Annunziata reviewed the changes in college employment. She discussed the transition of Dean Donna Hood from Continuing Education to Health & Public Services to align Continuing Education programming with Curriculum programming. Dr. Annunziata informed the Board of Trustees of the outsourcing of custodial services due to unsuccessful recruitment for vacant positions.

The meeting adjourned by consensus.

  
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CHAIRMAN  
MR. JAMES HUTCHINS

  
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PARLIMENTARIAN/SECRETARY  
MRS. JACKIE GODLOCK