

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
JUNE 01, 2021

The Board of Trustees of Isothermal Community College met on Tuesday, June 01, 2021 at 9:00 a.m. at Isothermal Community College. The following trustees were present: Roger Jolly, John Condrey, Don Hofmann, Grady Franklin, Leonard Hollifield, and James Hutchins. Amy Jenkins and Marche Pittman attended via Zoom. The following were present from the College: President Margaret Annunziata, DeeDee Barnard, Stephen Matheny, Thad Harrill, Leeann Cline-Burris, and Mike Gavin.

Chairman Roger Jolly called the meeting to order and announced a quorum.

Agenda Confirmation

Chairman Jolly asked the Board members if there were any additions or deletions to the agenda. Mr. John Condrey made a motion to suspend the rules of Article IV, Section 4.3.b.2 of the Isothermal Community College Board of Trustees Bylaws to hear and consider the item(s) from the Facilities Committee meeting for the meeting. Due to the timing of these projects, the Executive Committee had not met to consider these actions. Mr. Grady Franklin seconded the motion. Mr. John Condrey made a motion to approve the agenda and Mr. Leonard Hollifield seconded the motion. The agenda was approved.

Ethics Statement

Mr. John Condrey 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 indicated.

Minutes Consideration

Mr. Grady Franklin made a motion to approve the minutes from the April 06, 2021 board meeting. Mr. John Condrey seconded the motion. The motion was unanimously approved.

Mr. James Hutchins made a motion to approve the minutes from the April 19, 2021 meeting. Mr. Don Hofmann seconded the motion and the motion was unanimously approved.

Trustee Items

Mr. John Condrey gave the Executive Committee Report. On behalf of the Executive Committee, he made a motion to approve President Annunziata's local travel authorization. The motion was unanimously approved.

Mr. Grady Franklin gave the Facilities Committee Report. He discussed the Campus Beautification projects as serving useful purposes for the students on campus. He reviewed the projects, which include adding monuments at the Piney Ridge road entrances and upgrades to the tennis courts with an addition for the BLET program to use for training. The project total is \$160,000. The College has received grant funding in the amount of \$27,700. On behalf of the Facilities Committee, he made a motion to approve the Campus Beautification project and request \$32,300 from the Rutherford County capital reserve and seek the remaining balance from the Foundation or with additional donations. After discussion, the motion was unanimously approved.

Mr. Grady Franklin gave the Nominating Committee Report. He announced the Committee members and informed the Board of Trustees that the Committee nominates Mr. John Condrey as chair, Mr. James Hutchins as vice chair, and Mrs. Seema Daigle as secretary/parliamentarian for the 2021/2022 year. The nominations will be voted on at the next Board of Trustees' meeting.

Mr. Leonard Hollifield gave the Personnel Committee Report. He informed the Board of Trustees that the Committee is working on a recommendation for the Compensatory Leave policy. Dr. Annunziata informed the Board of Trustees that she is gathering information. She announced that only one other community college (Sandhills Community College) has a published compensatory policy for exempt staff and she read their policy to the Board. The Board of Trustees discussed the policy and it was determined that the Personnel Committee will review a recommendation by Dr. Annunziata and under advisement of legal counsel. In addition, the Board of Trustees discussed timing of any policy change to provide adequate notice to employees and set a goal to take action by the September 2021 meeting. Also, the Board of Trustees discussed record keeping of the Compensatory Leave balances.

Administration Items

Dr. Margaret Annunziata presented and reviewed the Gifts and Donations for approval. She discussed the prints donated by Mrs. Lynne Tanner to be displayed in the Foundation Performing Arts Center. Dr. Annunziata reviewed the remaining donations with the Board of Trustees. Mr. John Condrey made a motion to accept the gifts and donations and Mr. James Hutchins seconded the motion. Mr. Franklin discussed the Carolyn Robinson Della Mea scholarship and the success of her career. The Board of Trustees discussed the stock in the Patriots Pantry. The motion to approve the Gifts and Donations was unanimously approved.

Dr. Annunziata presented the budget revisions for approval and announced that the funds were for the Customized Training projects with local business and industries. Mr. Grady Franklin made a motion to approve the revisions and Mr. John Condrey seconded the motion. After discussion regarding the American Zinc Products, the motion was unanimously approved.

Dr. Annunziata presented the Letters of Intent for faculty for the 2021-2022 academic year for approval. Mr. Franklin made a motion to approve the list of faculty for Letters of Intent. Mr. Hollifield seconded the motion and the motion was unanimously approved. Dr. Annunziata reviewed the changes in personnel. Mr. Grady Franklin made a motion to approve Ariel Tate as a faculty member with the Foothills Nursing Consortium. Mr. James Hutchins seconded the motion. The motion was unanimously approved. The Board of Trustees discussed changes with the Foothills Nursing Consortium and the number of students allowed in the nursing program. Dr. Annunziata informed the Board of Trustees that with the changes, she anticipates a number of students greater than the current capacity of 30 students.

The Board of Trustees discussed the exit process for employees that leave the college. Mr. Stephen Matheny discussed how the exit interview and forms are used to update policies and improve processes. In addition, the exit interview allows the employees to have a voice.

Other Business

Chairman Jolly reviewed the announcements, events, and upcoming meetings with the Board of Trustees.

Mr. John Condrey made a motion to go into closed session under General Statute 143-318.11.6 of the North Carolina General Statutes to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an

individual public officer or employee. Mr. Franklin seconded the motion. The motion was unanimously approved. Mr. Stephen Matheny was asked to remain along with Dr. Annunziata and Mrs. DeeDee Barnard.

Mr. John Condrey made a motion to return to open session. Mr. Grady Franklin seconded the motion. The motion was unanimously approved.

Mr. Leonard Hollifield announced that the Board of Trustees reviewed the evaluation and contract of Dr. Annunziata. Copies of the evaluation and contract were distributed to each Board member. Mr. Don Hofmann made a motion to accept the evaluation as presented. Mr. Leonard Hollifield seconded the motion. The motion was unanimously approved.

Dr. Annunziata presented Dr. Greg Thomas as the candidate she is recommending for Vice President of Academic and Student Affairs to the Board of Trustees. Mr. Grady Franklin made a motion to approve Dr. Thomas for Vice President of Academic and Student Affairs, Mr. Leonard Hollifield seconded the motion and the motion was unanimously approved.

Mr. Franklin made a motion to adjourn and Mr. Hollifield seconded the motion. The meeting adjourned.

CHAIRMAN
MR. ROGER JOLLY

ACTING PARLIMENTARIAN/SECRETARY
MR. JOHN CONDREY