

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF THE BOARD OF TRUSTEES  
AUGUST 17, 2021

The Board of Trustees of Isothermal Community College met on Tuesday, August 17, 2021, at 12:00 noon at Isothermal Community College. The following trustees were present: Roger Jolly, John Condrey, Don Hofmann, Grady Franklin, Joan King, Jackie Godlock, Ron Chapman, Seema Daigle, and James Hutchins. Leonard Hollifield 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, Greg Thomas, 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. Don Hofmann made a motion to approve the agenda and Mr. Ron Chapman seconded the motion. The agenda was approved.

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 indicated.

Minutes Consideration

Mr. Grady Franklin made a motion to approve the minutes from the June 01, 2021 board meeting. Mr. Don Hofmann seconded the motion. The motion was unanimously approved.

President's Report

Dr. Annunziata announced that on August 16, 2021, the college celebrated Convocation. She discussed the College Employees' involvement with the strategic planning process with everyone participating in focus groups during Convocation. She welcomed Dr. Greg Thomas as the new Vice President of Academic and Student Affairs.

Dr. Annunziata discussed the college's response to COVID19 following the guidelines of the CDC (Centers for Disease Control and Prevention). She announced that the college recommends wearing face coverings indoors, but was not requiring face coverings at this time. The exception is in the programs that include off-site clinical facilities that have face-covering requirements. Dr. Annunziata quoted the requirements based on the NC General Statutes and NC Community College State Board Code that community colleges must have an open door enrollment policy. She discussed the issues with enforcing a face-covering mandate that legally, the college may not be able to enforce at this time. She announced that the college will continue to monitor the situation and may make requirements or adjustments to policies based on current data. The Board of Trustees discussed the flexibility of course delivery with online options versus traditional face-to-face instruction if a class must be quarantined.

Dr. Annunziata announced that the college has received some additional information regarding the HEERF funds, with some of the funding going directly to the students and some of the funding going to offset losses due to COVID19. Mr. Stephen Matheny informed the Board of Trustees that to date, three separate allocations have totaled \$6,868,376. Required direct payments to students have totaled \$2,939,842 and of this amount, \$1,085,828 has been distributed. The HEERF III direct payments for students will be distributed in Fall 2021 and Spring 2022. Institutional funds are being spent to cover COVID related expenditures and other needs associated with technology, simulation for clinical applications delivering curriculum requirements for students, distance learning technology, online instructional costs, PPE, allowed payoffs of student debt, student support

services, expansion of outdoor wi-fi, IT storage for online material expansions, and recovery of lost revenues related to institutional activities. To date, these expenditures total approximately \$943,804 and leave a balance of institutional funds available of \$2,984,730. The planned use of available institutional funds includes additional equipment for simulated instruction, specifically related to nursing programs, and an appropriation of approximately \$1.2 million for possible matching to be used for the Student Center HVAC replacement project.

The Board of Trustees discussed the current marketing efforts by some in the NC Community College System to promote enrollment in their service area. Also, they discussed the limitations to the college's marketing efforts to their service area. Dr. Annunziata announced that marketing plans for the system and individual colleges are being discussed and reviewed with the presidents association.

Dr. Annunziata gave an update on enrollment. She shared that she has expressed to the faculty and staff that funding is not what she wants them to focus on, but keep the focus on the needs of and supporting students. She announced that to date, the campus is down six percent in headcount for the upcoming fall semester compared to last fall. She discussed with the Board of Trustees about using data to expand enrollment in groups within the community that the college is not currently serving. She informed the Board of Trustees about increasing partnerships with four-year universities and Isothermal hosting those programs on our campus.

Dr. Annunziata announced that the Foundation Board met and approved funding for the beautification project for the monuments at the two Piney Ridge entrances. In addition, this project will upgrade the Tennis Courts with a training area for the Basic Law Enforcement Training program.

#### Trustee Items

Mr. John Condrey gave the Executive Committee Report. On behalf of the Executive Committee, he made a motion to approve the Lead Instructor policy. After discussion, the motion was unanimously approved.

Mr. Chivous Bradley gave the Facilities Committee Report. He notified the Board of Trustees of a water issue with the family neighboring the Foundation Performing Arts Center. An owner of the property has requested permission to tap into a water line on the college property due to concerns about the water source currently on their property. Broad River Water Authority and the college have worked out a plan for the property owner to tap into the water line at the Performing Arts Center by allowing an easement on college property. BRWA and Isothermal Community College have determined how to meter the amount of water used by the resident. If the Board of Trustees grants permission for the easement, the college will acquire a survey and present the proposal to the State Board of Community Colleges for approval. The Board of Trustees discussed legal issues that could arise with obligations of the College when or if some type of water outage is experienced. After discussion, the motion was unanimously approved.

Mr. Don Hofmann gave the Finance Committee Report. He reviewed the recommendations from the Atlanta Consulting Group. Mr. Hofmann discussed and presented (A-3) Atlanta Consulting Group's Investment Policy (Attached). He reviewed the revisions and discussed reduction in the lower boundary of the allocation target for Fixed Income asset class and rebalancing the portfolio to be in line with the new policy mandates. Mr. Hofmann made a motion on behalf of the Finance Committee to approve the policy change. After discussion, the policy was approved.

Mr. Hofmann presented the Board of Trustees with a recommendation from the Finance Committee to expand Atlanta Consulting Group's authority in managing the portfolio. He discussed that additional discretion will allow ACG to streamline the process and make opportunistic asset allocation and manager changes, within investment policy constraints, adding incremental long-term value. Mr. Hofmann informed the Board that if approved, the agreement will be in effect for one year and the College will see an increase in managing fees of ten basis points for the first \$10 million and five basis points for each additional \$10 million after. 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 floor was opened for additional nominations. No additional nominations were presented and the nominations for officers were unanimously approved.

Mr. James Hutchins expressed his gratitude to Chairman Roger Jolly for his leadership during the pandemic and completing a successful search for a new president in Dr. Margaret Annunziata.

Chairman Jolly announced that four Trustees had been reappointed to the Board, Mr. John Condrey, Mrs. Joan King, Mrs. Amy Jenkins, and Mr. Don Hofmann.

Mrs. Joan King gave the Programs Committee Report. She presented the admissions policy. Dr. Margaret Annunziata reviewed the policy and announced that the revisions were in line with the changes from Veterans Affairs and the Department of Education. The policy was unanimously approved.

Mr. John Condrey presented the Committee and Committee Chairs to the Board of Trustees for approval. Mrs. Jackie Godlock made a motion to approve the Committee Chairs and Mr. Don Hofmann seconded the motion. The motion was unanimously approved.


Mr. John Condrey made a motion to go into closed session under General Statute 143-318.11.1 of the North Carolina General Statutes. The motion was unanimously approved.

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

Mr. Roger Jolly announced that the only action in the closed session was the approval of minutes from June 01, 2021.

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

  
CHAIRMAN  
MR. JOHN CONDREY

  
PARLIAMENTARIAN/SECRETARY  
DR. SEEMA DAIGLE