

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 29, 2022

The Board of Trustees of Isothermal Community College met on Tuesday, November 29, 2022, at 12:30 p.m. at Isothermal Community College. The following trustees were present: Amanda Shevette, Chivous Bradley, Dave Hunt, Don Hofmann, Jackie Godlock, James Hutchins, Joan King, John Condrey, Marche Pittman, Roger Jolly, Seema Daigle, and Francisco Chavez, SGA President. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Greg Thomas, Leeann Cline-Burris, Mike Gavin, Stephen Matheny, Thad Harrill and Robby Walters. Dean Shatley of Campbell Shatley, PLLC was in attendance. Mr. Grady Franklin attended via Zoom.

Chairman John Condrey called the meeting to order. He announced that the Isothermal Community College Board of Trustees held their fall Conference prior to the meeting. A copy of the agenda will be attached to the minutes today.

Agenda Confirmation

Chairman Condrey presented the agenda. Mr. Dave Hunt made a motion to approve the agenda and Mr. Don Hofmann seconded the motion and the motion was unanimously approved.

Ethics Statement

Dr. Seema Daigle 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.

Consent Agenda

Chairman Condrey presented the Consent Agenda. Mrs. Jackie Godlock made a motion to approve the Consent Agenda and Mr. Dave Hunt seconded the motion. The motion was approved. The Consent Agenda contained meeting minutes from the regular meeting on September 27, 2022, Budget Revisions, Staff Holiday Schedule, and Gifts and Donations.

Trustee Items

Mr. James Hutchins gave the Executive Committee report. He presented the policies and procedures from Section 1 (Board of Trustees and Governance) of the policy manual for review and reorganization based on a policy guide provided by Campbell Shatley, PLC. Mr. Hutchins discussed the history of the current policy manual and how the manual was outlined. He notified the Board of Trustees of the review process. The Board of Trustees may review Policies 1.1 through 1.8 including the Bylaws in procedure 1.1.1 beginning November 29, 2022. Recommendations and edits can be submitted to Mrs. DeeDee Barnard through December 16, 2022. The recommendations will be presented to the Executive Committee on January 10, 2023 for their review. The Executive Committee will present a final draft for action by the Board of Trustees on January 24, 2023. The Board discussed the current Bylaw Policy that requires the Board Bylaws to be heard at one meeting and then action at a following meeting. This condition is currently not in effect for policies.

Mr. Chivous Bradley gave the Facilities Committee report. Mr. Bradley reviewed several projects that are in process and being considered for the campus. He informed the Board of Trustees that the marquee sign needs replacing and that the College Administration is researching options for a replacement. In addition, the roofing projects for the Foundation and IT buildings are ready to begin. Mr. Bradley discussed the process of reviewing and selecting an Engineering firm for the Student

Center HVAC project. On behalf of the Facilities Committee, he made a motion to approve AME Consulting Engineers as the project engineer for the Student Center HVAC project. The motion was unanimously approved.

Mr. Bradley informed the Board of Trustees that following the Facilities Committee meeting on November 3, 2022, the bids for the Covered Riding Arena were submitted. Wilkie Construction was the recommended firm for construction of the arena with a base bid of \$679,000. The total project is estimated at \$785,388. Mr. Bradley made a motion to approve the recommendation of Wilkie Construction for the Covered Riding Arena project. Mr. Dave Hunt seconded the motion. The motion was unanimously approved.

Mr. Stephen Matheny gave an update on other projects. The connector road from the Agribusiness Center to the main campus is under development with Odom Engineering. The Dental Assisting relocation is in process. The monuments located at the entrances off Piney Ridge Road are almost complete with the last phase of installing the signage remaining.

Mr. Don Hofmann gave the Finance Committee report. The Finance Committee met and received an update on the Powers and Furches funds through the end of September of 2022. The current balance in the Powers fund is \$12,281,114 and \$2,485,306 in the Furches account. On behalf of the Finance Committee, Mr. Hofmann made motion to approve the allocation of \$40,000 for non-curriculum, short-term, workforce development programs annually for three years at which time, the Finance Committee will determine sustaining the funding longer. In addition, the Finance Committee will review the allocation and programs each year and make recommendations and adjustments as needed. The motion was unanimously approved.

President's Report


Dr. Annunziata reviewed the 2022 Continuing Education Compliance report with the Board of Trustees. She reminded the Board of Trustees of the upcoming Holiday events on the main campus and the Polk Center.

Mr. Grady Franklin made a motion to adjourn the meeting and Mr. Dave Hunt seconded the motion.

The meeting adjourned.



CHAIRMAN
MR. JOHN CONDREY



PARLIMENTARIAN/SECRETARY
DR. SEEMA DAIGLE