

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
MARCH 28, 2023

The Board of Trustees of Isothermal Community College met on Tuesday, March 28, 2023, at 12:30 p.m. at Isothermal Community College's Polk Campus. The following trustees were present: Bill Miller, Chivous Bradley, Dave Hunt, Grady Franklin, Jackie Godlock, James Hutchins, John Condrey, Marche Pittman, Roger Jolly, Seema Daigle, and Francisco Chavez, SGA President. Amy Jenkins attended by phone. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Greg Thomas, Leeann Cline-Burris, Mike Gavin, Stephen Matheny, and Thad Harrill. Dean Shatley of Campbell Shatley, PLLC was in attendance.

Chairman John Condrey called the meeting to order and welcomed everyone. He announced that the Isothermal Community College Board of Trustees held their fall conference this morning. A copy of the agenda will be attached to the minutes of today's meeting.

Agenda Confirmation

Chairman Condrey presented the agenda. Mr. Grady Franklin made a motion to approve the agenda and Mr. Dave Hunt 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 noted.

Consent Agenda

Chairman Condrey presented the Consent Agenda. Mr. Dave Hunt made a motion to approve the Consent Agenda and Dr. Seema Daigle seconded the motion. The motion was approved. The Consent Agenda contained meeting minutes from the regular meeting on January 24, 2023, and Budget Revisions.

Trustee Items

Mr. James Hutchins gave the Executive Committee report. He reminded the Board of Trustees of their requirement under the NC Ethics act to submit a statement of economic interest. He announced that Mrs. DeeDee Barnard has copies available or the statement may be submitted electronically through the NC Ethics website. Mr. Hutchins announced the upcoming schedule for the review of the budget requests for Rutherford and Polk County and the meeting with the Rutherford County Commissioners.

On behalf of the Executive Committee, Mr. Hutchins made a motion to approve the Board of Trustees Bylaws first presented at the January 2023 meeting. The motion was unanimously approved.

On behalf of the Executive Committee, Mr. Hutchins made a motion to approve the Fee Schedule. After discussion on the increase in nursing fees, the motion was unanimously approved.

Mr. Chivous Bradley gave the Facilities Committee report. He announced that the Rutherford and Polk County Commissioners approved resolutions in support of a new Health Sciences building. The Board of Trustees were given a copy of each resolution.

Mr. Bradley informed the Board of Trustees that a revised 3-1 Construction Form is needed for the library renovation project for the centralized learning center. The revised form is needed due to the increase in the cost of the project. On behalf of the Facilities Committee, Mr. Bradley made a motion to approve a revised 3-1 Construction Form for the Library Renovation for a central learning center.

Mr. Bradley gave an update on the current projects for the campus.

- The roofing project for the Foundation Performing Arts Center is moving forward due to clear weather conditions and is scheduled to conclude by the end of April. In addition to the roof, the company is providing solutions to the window seals.
- The Covered Riding arena is now in process. The materials are on site for completion by the end of July.
- Mr. Matheny has been in meetings with Odom Engineering regarding the connector road. Hopping design may be ready by the end of March. Mr. Bradley announced that debris left by prior residents may have an impact on the project and the exact location of the road.
- The Dental Assisting renovation project is 98% complete. An x-ray machine required an additional separator wall which created a change in the project.
- The first phase of the Campus Beautification project is now complete. The second phase of the project will focus on the Student Center's main entrance.
- Phase one of the Autobody area is complete and phase two is painting the interior. The area is now housing lab space for the Construction Trades program.
- The HVAC in Business Sciences is underway.
- The HVAC in Communications should be a short-term project once the equipment is delivered.
- The Student Center HVAC project is being verified with the architecture firm. The project will be completed in phases.
- The Crotts property (White House) is being reviewed for a partnership with our local United Way. The Rutherford County Commissioners allotted funding for the planning process to determine if the property will meet the needs of United Way.

Mr. Dave Hunt gave the Finance Committee report. He informed the Board of Trustees that Atlanta Consulting Group gave the Committee an update on the Furches and Powers funds. At the end of

January 2023, the Powers Fund was at \$12.9 million compared to \$12.1 million at year end of 2022. The Furches Fund increased \$100,000 in the month of January 2023 for a balance of \$2.6 million.

In addition, Mr. Hunt announced that the College received a clean report from their financial audit. He announced that a copy of the audit was emailed to all Board Members.

Mr. Hunt announced that the College will begin the process of researching banking firms for their financial services. Mr. Hunt informed the Board of Trustees that he will represent the Finance Committee and Board of Trustees on the review committee.

Chairman Condrey announced his appreciation to all Nominating Committee members: Roger Jolly, Marche Pittman, Grady Franklin, and Jackie Godlock. Mr. Roger Jolly gave the Nominating Committee report. He announced that the Committee will recommend the following slate of officers at the July meeting:

James Hutchins, Chair
Bill Miller, Vice Chair
Jackie Godlock, Secretary/Parliamentarian

Mr. Jolly gave the Personnel Committee report. He discussed the importance of completing the president's evaluation. He reviewed the process and timeline of the President's evaluation:

- March 28, 2023 – Evaluation Opens
- April 14 – Evaluation Closes
- April 25 – Personnel Committee will review results.
- May 02 – Personnel Committee Meeting with Dr. Annunziata at 12:00 p.m.
- May 16 (Board of Trustee Meeting) – Evaluation Summary & Contract will be shared at the Board Meeting and a letter will be sent to the NC Community College System.

Dr. Annunziata informed the Board of Trustees that the evaluation will be emailed following the meeting today along with her assessment of the last year.

The Board of Trustees discussed institutional surveys that monitor the campus climate with faculty and staff.

President's Report

Dr. Annunziata presented Section Two of the policy manual. She discussed the process and the review of the policy manual from the faculty and staff. Dr. Annunziata expressed her appreciation to Mr. Dean Shatley of Campbell Shatley for their work on providing a policy manual draft. Mr. Dave Hunt made a motion to approve Section two of the policy manual. Mr. Marche Pittman seconded the motion, and the policies were unanimously approved.

Dr. Annunziata discussed moving forward with requesting funding for a new Health Sciences Building. She expressed her appreciation to Polk and Rutherford County Commissioners for their support and announced that their support will benefit the capital project.

Dr. Annunziata announced that along with no findings from the Financial Audit, the college just completed a veteran's affair audit, and the outcome was also no findings.

Dr. Annunziata informed the Board of Trustees that the college is continuing to identify ways for students of the Powers Scholarship to engage in the community with work-based learning in career pathways.

Dr. Annunziata discussed the upcoming meetings with state representatives during the Legislative Day trip to Raleigh. She announced that Nathan Cox, Loreen Smith, Jackie Godlock, Mike Gavin and she will meet with each representative and engage about the needs of the college.

Dr. Annunziata expressed her appreciation to the faculty, staff, and students of Isothermal for their work and planning for the Science & Tech Expo coming up on March 31 & April 1. She discussed the two-day event and the addition of META and Rutherford County Schools interactive exhibit with the Be PRO Be PROUD initiative from Governor Cooper's office. The initiative promotes careers in the trades field.

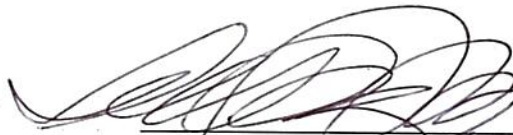
Other Business

Mr. John Condrey presented a resolution of appreciation in honor of Mrs. Joan King for her service to the college, the foundation, and community. Mrs. Jackie Godlock made a motion to approve the resolution and Mr. Dave Hunt seconded the motion. The motion was unanimously approved.

The meeting adjourned.



CHAIRMAN
MR. JOHN CONDREY



PARLIMENTARIAN/SECRETARY
DR. SEEMA DAIGLE



Resolution In Support of Isothermal Community College New Health and Sciences Facility

WHEREAS, Isothermal Community College has served Rutherford and Polk Counties of North Carolina for 59 years providing affordable, accessible, and excellent educational and workforce training opportunities; and

WHEREAS, during its years of operation, Isothermal Community College has added value to the lives of thousands of citizens and has been a beacon of hope for many; and

WHEREAS, Isothermal Community College of the North Carolina Community College System must provide future interactive facilities in order to educate and prepare a world-class workforce to meet the needs of an ever-changing economy; and


WHEREAS, the communities of Rutherford and Polk counties depend on Isothermal Community College to meet local workforce needs through the preparation of students for highly skilled healthcare and science career fields;

NOW, THEREFORE BE IT RESOLVED:

That the Rutherford County Board of Commissioners strongly supports Isothermal Community College in their efforts to build support and secure funding for the development of a new Health and Sciences facility to prepare a highly qualified workforce to meet the community needs for the western region of North Carolina.

Furthermore, the Rutherford County Board of Commissioners supports Isothermal Community College in their pledge to meet the community where they are and improve lives through learning as the college initiates a funding campaign to support its mission and fulfill the need of a new Health and Sciences facility to be located on the main campus in Spindale, North Carolina.

Resolved on this 6th Day of, March 2023.


Bryan King, Chairman
Rutherford County Board of Commissioners


Clerk, Board of Commissioners

County Commissioners

Bryan A. King, Chairman
Alan Toney, Vice Chairman
Michael Benfield

David Hunt
Greg Lovelace

Steve Garrison, County Manager
Hazel S. Haynes, Clerk to the Board
Richard Williams, County Attorney



Resolution in Support of Workforce Facility

WHEREAS, Isothermal Community College has served Rutherford and Polk Counties of North Carolina for 59 years providing affordable, accessible, and excellent educational and workforce training opportunities; and

WHEREAS, during its years of operation, Isothermal Community College has added value to the lives of thousands of citizens and has been a beacon of hope for the residents of our community; and

WHEREAS, Isothermal Community College of the North Carolina Community College System must provide highly technical learning environments in order to educate and prepare a future ready workforce to meet the needs of an ever-changing economy; and

WHEREAS, the communities of Rutherford and Polk counties depend on Isothermal Community College to meet local workforce needs through the preparation of students for highly skilled healthcare and science career fields;

NOW, THEREFORE BE IT RESOLVED:

That the Polk County Board of Commissioners strongly supports Isothermal Community College in their efforts to build support and secure funding for the development of a future-focused facility to prepare a highly qualified talent pipeline that addresses the health care and community workforce needs of Polk County and the western region of North Carolina.

Resolved on this 20th Day of March, 2023.

Tommy Melton, Chair
Polk County Board of Commissioners

Kristy A. Tipton
Clerk to the Board

ISOTHERMAL

COMMUNITY COLLEGE

***Board of Trustees
Spring Conference
Polk Campus
March 28, 2023***

<i>Welcome & Light Refreshments</i> <i>Dr. Margaret Annunziata</i>	<i>9:00</i>
<i>Strategic Plan Update</i> <i>Dr. Margaret Annunziata</i>	<i>9:15</i>
<i>Performance Measures</i> <i>Mr. Bill Schneider</i>	<i>9:45</i>
<i>Break</i>	<i>10:30</i>
<i>Focus Groups & Programming</i> <i>Dr. Greg Thomas</i>	<i>10:40</i>
<i>Safety Presentation</i> <i>Safety Committee Chairs</i> <i>Ms. Tanya Jones</i> <i>Mr. Robby Walters</i>	<i>11:15</i>
<i>Emergency Notification registration</i>	
<i>Lunch</i>	<i>12:00</i>
<i>Board of Trustees' Meeting</i>	<i>12:30</i>



**RESOLUTION OF APPRECIATION
FOR
MRS. JOAN KING**

WHEREAS, Mrs. Joan King served with distinction as a member of the Board of Trustees of Isothermal Community College and served faithfully and tirelessly for 10 years, and

WHEREAS, the Isothermal Community College Board of Trustees recognizes Mrs. Joan King's many contributions to the College, and to the Rutherford County community,

NOW, THEREFORE BE IT RESOLVED:

The Board of Trustees of Isothermal Community College expresses its sincere appreciation for her years of service, and as a token of our appreciation and the appreciation of Isothermal Community College, a donation in Mrs. Joan King's memory has been made to the New Century Scholars program,

BE IT FURTHER RESOLVED that this resolution of Appreciation and Support be duly recorded in the minutes of this meeting, and that a copy of this Resolution be presented to her children, Mr. Jeff King and Mrs. Ginger King Dannemiller.

Approved by the Board of Trustees of Isothermal Community College on this, the 28th day of March 2023.



John Condrey, Chair
Isothermal Community College Board of Trustees