



**Haywood Community College
Board of Trustees
Minutes
October 19, 2011**

The Haywood Community College Board of Trustees held its regular meeting on Wednesday, October 19, 2011 at 4:00 p.m. at the Board Room of the Administration Building. The following persons were present:

TRUSTEES

Bob Morris, Vice Chair
Lynne Barrett
Charles Boyd
Brian Briggs
Patsy Dowling
Neal Ensley
Richard Lanning
Dean McMahan
Patsy Rogers
Steve Sorrells
Mary Batten, SGA President

Rose Johnson, President

STAFF

Debbie Davis
Karen Denney
Laura Leatherwood
Teresa Starrs
Buddy Tignor
Annemarie Timmerman

VISITORS

Pat Smathers, Attorney
David Tyner, Attorney

Vice Chair Morris called the meeting to order and determined that a quorum was present. He read the Ethics Statement, which is to be read at the beginning of all Board of Trustees meetings. A copy of the statement is included in today's packet. The invocation was provided by Mr. McMahan.

Approval of Minutes

Mr. McMahan made a motion to approve the minutes of the September 21, 2011 meeting as presented. Mr. Lanning seconded the motion and the Board unanimously approved.

Report of SGA – Mary Batten Reporting

Mary Batten provided the SGA report. A copy of the full report is on file with the minutes of this meeting.

Mr. Ensley moved to go into Closed Session for legal and personnel reasons. Mr. Boyd seconded the motion and the Board unanimously approved.

Report of Committee on Buildings and Grounds – Neal Ensley Reporting

For Action

Mr. Ensley stated that the Committee on Buildings and Grounds moves that the Board of Trustees pass on to the architect the charge of \$6,061 that would provide Haywood County stone for the Creative Arts Building project and the architect should respond to this request within 48 hours. The Board unanimously approved the motion.

Mr. Ensley stated that as a caveat to the prior motion the Committee on Buildings and Grounds moves that if the architect does not pay for the change order charge of the Haywood County stone then the change order would be dropped and Trustees would accept the stone in the base bid. The Board unanimously approved.

Mr. Ensley stated that the committee received an update on the water pump during their meeting and there is an agreement with the general contractor that he will provide the committee with a price for the water pump as part of the project and there will not be an extension of the project timeline.

Mr. Ensley stated that the Committee on Buildings and Grounds moves that staff be authorized to begin evaluating other uses for the sawmill facility and bring recommendations back to the Board of Trustees for approval. The Board unanimously approved the motion.

Mr. Ensley stated that the Committee on Buildings and Grounds change a priority that was committed for the flood settlement monies and authorize staff to go out to bid for the renovations of the 300 building and Small Business Center renovation in the 200 building. (Mr. Ensley explained that there is approximately \$1 million in flood settlement funds and this project may cost in the range of \$307,000 to \$500,000 which would leave flood settlement funds that could be used for other purposes). The Board unanimously approved the motion.

Mr. Ensley stated that the Committee on Buildings and Grounds moves that administration be authorized to site the timbersports practice shed and to bring the site recommendation to the Board of Trustees for final approval. The Board unanimously approved the motion.

Mr. Ensley stated that the Committee on Buildings and Grounds moves to table the Naming College Facilities and Roads Policy for a 30 day review. The Board unanimously approved.

Mr. Ensley stated that the Committee on Buildings and Grounds moves to approve the name of the 3500 building as Campus Services. The Board unanimously approved the motion.

Mr. Ensley stated that the Committee on Buildings and Grounds moves to approve that a request be sent to Innovative Design for Trustees to receive the design plans for the solar system. The Board unanimously approved the motion.

Mr. Smathers provided an update regarding the county change order letters. He stated that he had talked with Marty Stamey, County Manager briefly and it appeared that the letter from Chip Killian on behalf of the County Commissioners was the process that they expect to be followed and Pat doesn't feel there will be much lea way.

Committee on Finance – Richard Lanning Reporting

For Action

Mr. Lanning stated that the Committee on Finance moves to approve the FY 2011-12 Institutional Final Budget for Haywood Community College as presented. The Board unanimously approved the motion.

Committee on Personnel – Lynne Barrett Reporting

For Action

Dr. Barrett stated that the Committee on Personnel moves to ratify the employment of William Dechant as presented. The Board unanimously approved the motion.

Dr. Barrett stated that the Committee on Personnel moves to designate December 28, 29 & 30, 2011 as local holidays. The Board unanimously approved the motion.

President's Report

For Information

Dr. Johnson reported that there is a summative letter provided in today's packet notifying the College that our Civil Rights Audit has been completed. This means that a full report was provided to the College and the College has submitted our compliance plan in areas where we had deficiencies and a timeline of when these deficiencies would be complete. The College is required to report this audit and our action plan to the Board of Trustees.

Dr. Johnson stated that she sent an e-mail notifying the Board that HCC was one of ten colleges to be included in a major DOL grant award. Included in today's packet is one of the publications and an abstract of the grant to let Trustees know that there is money in instruction, equipment, supplies, and facility renovation to accommodate the instructional area. She will be attending a meeting next week to get more details regarding the grant. The grant is a three year grant and the College is pleased to have the funding.

The Governor's Forum on Small Town Competiveness was held on campus on October 6th. It was well attended by economic development, educators and small business owners. This was a good opportunity to have healthy dialog with community members and the governor.

Chair's Report

Vice Chair Morris stated that he would like to skip the By-Laws revision today and move to the Closed Session agenda item. He requested that the executive staff could leave during Closed Session but to stay and return after Closed Session.

Mr. Briggs made a motion to go into Closed Session for personnel reasons. Mr. Ensley seconded the motion and the Board unanimously approved.

The Board returned to Open Session. Vice Chair Morris read a letter of resignation from Dr. Johnson. The letter is on file with the minutes of this meeting. Several members of the Board expressed their appreciation of Dr. Johnson.

There being no further business, **Mr. Sorrells made a motion to adjourn at 5:30 PM. The motion was seconded by Mr. Boyd and the Board unanimously approved.**

Respectfully submitted,

Teresa Starrs, Secretary
Board of Trustees

Documents on file with the minutes of this meeting:

- Ethics Statement
- September 21, 2011 Board of Trustee Minutes
- SGA Report
- FY 2011-12 Institutional Final Budget
- Full-Time Personnel Report
- Civil Audit and Compliance Plan
- DOL Grant article and abstract
- Governor's Forum Agenda
- Trustee By-Laws