



**Haywood Community College
Board of Trustees
Board Meeting
October 4, 2022**

The Haywood Community College Board of Trustees held a meeting on Tuesday, October 4, 2022, at 3:00 p.m. in the Hemlock Building Board Room (room 1509) via in-person and electronically. The following people were present in person or electronically:

TRUSTEES: Lee Davis, Liz Ferguson, Tammy McDowell, Lynn Milner, Thomas Olliff, Deborah Porto, Kaleb Rathbone, Paul Turner, Danny Wingate, Ezra Messer

STAFF: Shelley White, Wendy Hines, Michael Coleman, Karen Denney, Brek Lanning, Sara Phillips, David Onder, Michelle Harris, Bill Driver, Hylah Birenbaum, Susannah High, Elan Richards, Justin Stocker, Matt Hoyle

Board Attorney: Pat Smathers

Call to Order, Ethics – Chair Milner called the meeting to order at 3:00 p.m. and welcomed everyone. Chair Milner requested a roll call, determined that a quorum was present, and followed with a moment of silence.

Chair Milner called the Board's attention to the **Ethics Statement** on the screen and asked if there were any conflicts. No conflicts were noted. The Ethics Statement is on electronic page 2 of today's packet.

Agenda Approval – Chair Milner presented the October 4, 2022, Agenda. The October 4, 2022, Agenda was approved by affirmation and is located on electronic page 1 of today's packet.

Board Minutes Approval - Chair Milner presented the September 6, 2022, Board Minutes for approval. The September 6, 2022, Board Minutes were approved as presented by affirmation and are on the electronic pages 3-6 of today's packet.

SGA Report – SGA President Ezra Messer presented highlights from the previous month. Highlights included;

- HCC students and employees enjoyed a movie showing of “Only the Brave,” which is based on Brendan McDonough's story
- On September 22, students, faculty, and staff had the opportunity to hear Brendan McDonough recant the tragic account that took place at Yarnell Hill Wildfire in 2013,

- following his speech, Brendan spoke with all present as he signed copies of his book, “Granite Mountain.”
- Upcoming events for October are the October 12th Blood Drive and October 13th Fall in the Field, the Movie showing – “Top Gun Maverick,” and the Halloween Costume Contest.

The SGA Report is located on pages 7-14 of today's packet.

President's Report - Dr. White informed the Board of several items:

○ **Informational Reports –**

- **EdNC Visit** – Dr. White welcomed Mebane Rash of EdNC to the meeting. She noted that Ms. Rash was visiting our campus for two days and provided a summary of her visit for both days. Ms. Rash commented on the assets of Haywood Community College.
- **HCC is hosting** Dr. Baker Perry this week to kick off the STEM Speaker series. Dr. Perry is a Tuscola graduate and a current professor at Appalachian State University. He has installed high elevation weather stations, including Mt. Everest.
- **HCC hosted** a meeting last week with local legislators, incoming HCS Superintendant Dr. Trevor Putnam, and his team. The meeting was focused on discussing Workforce Development and Career/Technical education. Members of our staff that attended the meeting included Dr. Wendy Hines, Dr. Michael Coleman, all of our Deans, and Career Coaches.
- **The Intercollegiate Woodsmen’s Meet** is being rescheduled to November 12.
- **Health Sciences Education Building Ribbon Cutting** – The Ribbon Cutting has been rescheduled to November 29 from 2:00 – 4:00 p.m.
- **Points of Interest in State Budget** – Dr. White provided points of interest from the State Budget. Points of interest included;
 - A 3.5% pay increase for all State employees, and HCC has matched that pay increase for non-state employees,
 - The minimum pay of \$15 per hour has been increased and matched for non-state employees.
 - All colleges were awarded a labor market reserve to address specific staffing issues by providing targeted salary increases. HCC allocated an increase to 39 employees who met the criteria.
- **Mental Health First Aid** – Susannah High and Elan Richards presented a summary regarding HCC’s Mental Health First Aid course offered to faculty, staff, and students. The course teaches how to identify, understand, and respond to signs of mental illness and substance use disorders. To date, HCC has completed five classes and trained 36 people. The board discussed the class, class benefits, and opportunities to market the class to the community. The presentation is located on electronic pages 15-20 of today’s packet.
- **New Employee Report** – Dr. White called the Board's attention to the New Employee Report noting numerous part-time employees. The New Employee Report is located on electronic page 21 of today's packet.
- **Facilities Update** – Brek Lanning provided an update on the following:
 - **The Health Education Building** - Mr. Lanning updated the Board on the Health Sciences Education Building's current status. He stated that the furnishings are in place,

- **Workforce & Industry Training Center** – Mr. Lanning summarized the Workforce and Industry Training Center project. He stated that the final advanced planning document had been received and reviewed. There are a few minor changes to be made to the proposed plan.
- **HCC Trail Expansion** – The concrete curb cut-outs are complete, and Cane Creek Trails are well underway with the installation of the next phase of the trail. They are currently working on signage and dog stations. This phase is expected to be completed in November, with the next trail phase beginning in January. Discussion ensued regarding who would be responsible for trail maintenance. Mr. Lanning indicated that Campus Development staff members would initially maintain the trail and hopes to engage volunteers to perform the trail maintenance in the future.

Committee on Finance Report – Deborah Porto – Mrs. Denney called the Board's attention to the State and County Budget Reports for the period ending August 31, 2022. Mrs. Denney noted that we are spending at a normal rate for this time of year.

F.Y. 2022-2023 Institutional Final Budget Mrs. Denney presented the FY 2022-2023 Institutional Final Budget for consideration and approval. The Board briefly discussed. The Committee on Finance brought forward a motion to approve the F.Y. 2022-2023 Institutional Final Budget as presented. Coming from Committee does not require a second. All were in favor. The motion was duly passed. Dr. White provided a summary regarding the loss of revenue based on the decline in enrollment, the budget stabilization funds, and the increased efforts HCC Administration has in place to strategically attempt to increase enrollment in efforts to alleviate the shortfall we will experience in our 2024-2025 budget. The Board discussed this at length. The State and County Budget Reports and the F.Y. 2022-2023 Institutional Final Budget are on today's packets electronic, pages 22-24.

Report by Chair of the Board of Trustees – Lynn Milner

- **NCACCT Conference Update** – Chair Milner, Trustees Turner, Olliff, Schandavel, and Ferguson attended the NCACCT Conference held last month in Asheville. Trustees present provided summaries regarding takeaways from the conference.
- **Announcements** – Chair Milner called the Board's attention to several important dates provided at the end of the Agenda.

Closed Session - pursuant to North Carolina General Statute G.S. §143-318.11

- (a)(1): to prevent the disclosure of information that is privileged or confidential;
- (a)(5): to discuss the material terms of acquisition of real property

Chair Milner entertained a motion to go into Closed Session at 4:27 p.m. for reasons stated above. Trustee Turner motioned to go into Closed Session for the reasons stated above. Trustee Wingate seconded the motion. All were in favor. The motion was duly passed.

The Board returned to Open Session at 5:03 p.m.

Having no further business, Chair Milner entertained a motion to adjourn the meeting. Trustee Rathbone motioned to adjourn the meeting at 5:06 p.m. The motion was seconded by Trustee Olliff. All were in favor. The motion was duly passed.

Respectfully Submitted

Tammy R. Goodson

Tammy R. Goodson, Recording Secretary,
Executive Assistant to the President,
Ethics Liaison

Documents Included in the Packet

October 4, BOT Agenda

September 6, 2022, Board Minutes

NC Ethics Statement

New Employee Report

State and County Funds Budget Reports for the period ending

F.Y. 2022-2023 Institutional Final Budget

Mental Health First Aid Report