



**Haywood Community College
Board of Trustees
Board Meeting
November 7, 2023**

The Haywood Community College Board of Trustees held a meeting on Tuesday, November 7, 2023, at 3:05 p.m. in the Hemlock Building Board Room (room 1509) in person and electronically. The following people were present in person or electronically:

TRUSTEES: Gorham Bradley, Lee Davis, Liz Ferguson, Carol Larsen, Tammy McDowell, Lynn Milner, Tom Olliff, Deborah Porto, Kaleb Rathbone, Paul Turner

STAFF: Dr. Shelley White, Karen Denney, Brek Lanning, Sara Phillips, Calab Tate, Hylah Birenbaum, Ethan Hall, Justin Stocker, Matt Hoyle, Justin Medford, John Norman, Glenjie Higgs, Tammy Goodson

SGA President: Gabriella Marquez

College Attorney: Pat Smathers

Call to Order, Ethics – Chair Milner called the meeting to order at 3:05 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 November 7, 2023, Agenda and entertained a motion to approve the Agenda as presented. Trustee Rathbone motioned to approve the November 7, 2023, agenda as presented. Trustee Larsen seconded the motion. All were in favor. The motion was duly passed. The November 7, 2023, Board Agenda is on electronic page 1 of today's packet.

Board Minutes Approval - Chair Milner entertained a motion to approve the October 3, 2023, Board Minutes. Trustee McDowell motioned to approve the October 3, 2023, Board Minutes as presented. Trustee Porto seconded the motion. All were in favor. The motion was duly passed. The October 3, 2023, Board Minutes are on electronic pages 3-6 of today's packet.

SGA Report – Gabriella Marquez, SGA President, presented highlights from the previous months' activities, including Fall in the Field, Halloween Costume Contest and party, and numerous upcoming student events. The SGA Report is on electronic pages 7-14 of today's packet.

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

○ **Informational Reports** –

- **New Employee Introductions** - Sara Phillips, Director of Human Resources, introduced new employees. The employees included John Norman, Maintenance specialist; Justin Medford - Maintenance Specialist; and Glenjie Hipps, a full-time teacher at RCAC. All provided a summary of their background.
- **New Employee Report** – Dr. White called the Board's attention to the New Employee Report, noting four new full-time employees and numerous part-time employees. The New Employee Report is on electronic page 15 of today's packet.
- **College Updates** – Dr. White summarized last month's meetings and events. She reported on the Baker Perry event in the Auditorium on October 6, The John G. Palmer Woodsmen's meet where HCC placed first in the Quiz Bowl and Second place overall; Walk-About Campus with John G. Palmer; Phi Theta Kappa Induction Ceremony where HCC inducted 20 students in the first ceremony since 2019; The Foundation hosted the Well-Tempered Wizard Concert – HCC had 150+ attendees and raised \$3,480.00 for the Haywood Strong Scholarship; The Foundation held a donor cider and donut event on campus; Strategic Enrollment Management (SEM) Plan-Dr. Hines and Michelle Harris are leading a cross-departmental team to develop a plan aligned with the guidance from NCCCS; HCC received the Dogwood Grant for \$500,000 to support the addition of teachers at the RCAC; Dr. White is speaking at the upcoming Dallas Herring Lecture sponsored by the Belk Center for Community College Leadership and Research at NCSU.
- **State and County Budget Reports for the Period Ending September 30, 2023** – Dr. White called the Board's attention to the State and County Budget Reports. Dr. White provided a brief overview of the State and County Budget Reports, noting that the percent expended aligns with this time last year. The State and County Budget Reports for the Period Ending August 31, 2023, are on electronic pages 16-17 of today's packet.

Report by Chair of the Board of Trustees – Lynn Milner

- **NC State Ethics Commission – Biennial Evaluation of Statement of Economic Interest** – Chair Milner reported on the NC State Ethics Commission Biennial Evaluation of Statement of Economic Interest. She noted that Biennial Evaluations have been received on the following Trustees:
 - Deborah Porto
 - Danny Wingate
 - Lee Davis
 - Gorham Bradley
 - Kaleb Rathbone
 - Tammy McDowellStatements were read regarding each trustee's potential conflict of interest or lack thereof.
- Chair Milner called the Board's attention to several announcements at the bottom 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)(3): to discuss matters protected by attorney-client privilege-Legal and Personnel

Chair Milner entertained a motion to go into a Closed Session for the above reasons. Trustee Olliff motioned to go into Closed Session at 3:39 p.m. Trustee Rathbone seconded the motion. All were in favor. The motion passed unanimously.

The Board went into a Closed Session at 3:39 p.m.
The Board returned from Closed Session at 5:15 p.m.

Chair Milner entertained a motion to approve the June 6, 2023, Closed Session Minutes as presented. Trustee McDowell motioned to approve the June 6, 2023, Closed Session Minutes as presented. Trustee Davis seconded the motion. All were in favor. The motion duly passed.

Chair Milner entertained a motion to approve the August 1, 2023, Closed Session Minutes as presented. Trustee Olliff motioned to approve the August 1, 2023, Closed Session Minutes as presented. Trustee Rathbone seconded the motion. All were in favor. The motion duly passed.

Having no further business, Chair Milner entertained a motion to adjourn the meeting at 5:17 p.m. Trustee Davis motioned to adjourn the meeting at 5:17 p.m. Trustee Larsen seconded the motion. All were in favor. The motion was duly passed. The meeting adjourned at 5:17 p.m.

Respectfully Submitted

Tammy R. Goodson

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

Documents Included in the Packet

November 7, 2023 BOT Agenda

October 3, 2023, Board Minutes

NC Ethics Statement

New Employee Report

SGA Report

State and County Budget Reports for the Period Ending September 30, 2023