



**Haywood Community College
Board of Trustees
Board Meeting
April 1, 2025**

The Haywood Community College Board of Trustees held an in-person and electronic meeting on Tuesday, April 1, 2025, at 3:00 p.m. in the Hemlock Building Board Room (Room 1509). The following people were present in person or electronically:

TRUSTEES: Gorham Bradley, Ed Brown, Lee Davis, Carol Larsen, Tammy McDowell, Lynn Milner, Tom Olliff, Jon Overbay, Kaleb Rathbone, John Wadsworth, and Danny Wingate

STAFF: Dr. Shelley White, Wendy Hines, Christie Medford, Brek Lanning, Sara Phillips, David Onder, Michelle Harris, Calab Tate, Hylah Birenbaum, Matt Collier, Ian Cernak, Justin Stocker, Matt Hoyle

SGA President: Brooke Davis

College Attorney: Pat Smathers

Live-stream audio for the April 1, 2025, Board Meeting was available on HCC's YouTube Channel.

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

Ethics - 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.

Consent Agenda Approval—Chair Milner presented the April 1, 2025, Consent Agenda and entertained a motion to approve it as presented. Trustee Rathbone motioned to approve the consent agenda as presented. Trustee Davis seconded the motion. All were in favor. The motion was duly passed. The April 1, 2025, Agenda and Consent Agenda are on electronic page 1 of today's packet. The Consent Agenda includes State and County Funds Budget Reports, March 4 BOT Minutes, and the April 1, 2025 Agenda. Consent agenda items are on electronic pages 1-8 of today's packet.

SGA Report—SGA President Brooke Davis reported on the recent activities of the SGA, including: Clyde the Bobcat toured campus in a bobcat distributing snacks to students, Student Life hosted the American Red Cross for a Blood Drive, St. Patrick’s Day was celebrated with Bingo, SGA held the final meeting of the semester with Democracy & Donuts, and HCC held the 5th Annual Kickball Tournament with great participation.

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

○ **Informational Reports** –

- Dr. White expressed her gratitude for the reception in recognition of her being named President of the Year. Dr. White will be in Raleigh on Thursday to receive the President of the Year Award and will be accompanied by Chair Milner and Trustee Schandavel.
- **New Employee Introductions and New Employee Report**—Dr. White noted that the new employee reports contain numerous part-time employees, which is the case at this time of year. The New Employee Report is on electronic page 9 of today’s packet.
- **Program-Specific Audit** – Mrs. Medford reported that HCC had contracted with an outside agency to conduct the Program-Specific Audit for State Grant Programs. A detailed summary of the State Grant Programs that were audited was reported. A clean audit was received with no compliance issues.
- **FYE 2024 Sound Fiscal Management Reporting** – Mrs. Medford highlighted the FYE 2024 Sound Fiscal Management Report, noting that HCC met State Standards and that the “Eagle Program” is in place as an effective internal control method.
- **College Updates** – Dr. White summarized the meetings from last month and upcoming events.
 - **Community College Day in Raleigh** – Dr. White reported that she and Chair Milner attended the NCACCT Law and Legislative Seminar in Raleigh last week, where they met with Senator Corbin and Representative Pless, participated in Community College Day, which was held on the Legislative Mall in Raleigh, and attended meetings of various interest at the conference. HCC Clay Instructor-Emily Reason represented HCC as one of the more than 20 colleges highlighted at Community College Day.
 - **Tuition and Legislative Efforts** – Trustees discussed the remaining tuition funds. Dr. White shared that a request had been submitted to Senator Corbin to utilize the remaining \$300,000 to \$350,000 in unused tuition funds for the Summer term. Following the discussion, Trustees proposed a collective effort to send a formal request to legislators requesting the use of the remaining funds for the Summer term and to share our efforts with the other Community Colleges.
 - Dr. White highlighted various community connections and College events – PTK Honors Society Induction, Panel participant with Leadership Haywood, Tools and Tech Gala, NC Edge President’s Council, WCU, Doctoral Student presentation, Haywood County Workforce Committee, and President’s Council enjoyed Empty Bowls/Pathways lunch.
 - **Facilities Update** – Mr. Lanning provided detailed summaries for the following projects

- **Requested Funding Amendments for Projects 2808-Workforce Outdoor Training Site and 2868-RBAC** – Mr. Lanning summarized a detailed proposal to reallocate \$800,000 in SCIF dollars from the Outdoor Workforce Training Site Project 2808 to the RBAC Renovation Project 2868. Following the discussion, Chair Milner entertained a motion to approve moving \$800,000 from Project 2808-Workforce Outdoor Training Site to Project 2868-RABAC Renovation Project. Trustee Olliff motioned to approve reallocating \$800,000 in SCIF dollars from Project 2808, Workforce Outdoor Training Site, to Project 2868, RBAC Renovation Project, and to amend Form 3-1 for both projects to reflect the reallocation. Trustee Larsen seconded the motion. All were in favor. The motion duly passed.

Report from Committee on Personnel

President’s Evaluation Packet Distribution – Committee Chair Davis summarized the evaluation process and timeline, and reminded trustees of the importance of completing the evaluation.

Report from Committee on Finance

FY 2025-2026 County Budget Review—Committee Chair Olliff reported that the Committee on Finance reviewed the first draft of the preliminary County Budget proposal and discussed it at length. He stated that a final draft is before the Board for final approval before it is presented to the County for consideration. Following a brief discussion, Committee Chair Olliff brought forward a motion from the Committee to approve the FY 2025-2026 County Budget as presented. Coming from the Committee does not require a second. All were in favor. The motion duly passed. A final draft will be presented to the County on April 7 and is expected to be approved by the County in mid-to-late June. The FY 2025-2026 County Budget is located on electronic pages 11-23 of today’s packet. Trustees were encouraged to attend the presentation to show support.

Report by Chair of the Board of Trustees – Lynn Milner

Chair Milner stated that the HCC Board of Trustees Election of Officers is coming up in the next few months. Following a summary of the nominating process by Trustee Davis, Chair Milner appointed Trustee Olliff, Schandavel, and Wingate to the Nominating Committee, with Trustee Davis serving as Chair. A meeting will be scheduled prior to the May Board meeting.

Chair Milner called the Board's attention to several announcements at the bottom of the agenda.

Having no further business, Chair Milner entertained a motion to adjourn the meeting. Trustee Wadsworth motioned to adjourn the meeting at 3:36 p.m. Trustee Olliff seconded the motion. All were in favor. The motion duly passed. The Board adjourned the meeting at 3:36 p.m.

Respectfully Submitted

Tammy R. Goodson

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

Documents Included in the Packet

April 1, 2025 BOT Agenda

March 4, 2025 BOT Minutes

State and County Budget Reports for the period ending February 28, 2025

NC Ethics Statement

New Employee Report

FY 2025-2026 County Budget Proposal

FYE2024 Sound Fiscal Management Report