



**Haywood Community College**  
*Board Meeting*  
**March 31, 2026**  
*Board of Trustees*

The Haywood Community College Board of Trustees held an in-person meeting on Tuesday, March 31, 2026, at 3:00 p.m. in the Hemlock Building Board Room (Room 1509). The following people were present in person:

**TRUSTEES:** Ed Brown, Larry Caudill, Bill Hollingsed, Carol Larsen, Tammy McDowell, Jon Overbay, Kaleb Rathbone, John Wadsworth, Danny Wingate

**STAFF:** Dr. Shelley White, Dr. Wendy Hines, Christie Medford, Brek Lanning, Sara Phillips, David Onder, Michelle Harris, Matt Collier, Hylah Birenbaum, Chris Chandler

**Attorney - Pat Smathers**

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

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

**Consent Agenda Approval**—Chairman Rathbone presented the March 31, 2026, Consent Agenda and entertained a motion to approve it as presented. Trustee Hollingsed motioned to approve the consent agenda as presented. Trustee Overbay seconded the motion. All were in favor. The motion was duly passed. March 31, 2026, Agenda and Consent Agenda are on electronic page 1 of today's packet. The Consent Agenda includes state and county budget reports for the period ending February 2026, and the Board Minutes for March 3, 2026. Consent agenda items are on electronic pages 1-8 of today's packet.

**SGA Report** – In the absence of the SGA President, Dr. Wendy Hines presented the SGA Report. She noted that students participated in SGA Meetings, Red Cross Blood Drive, Safe Zone Training, St. Patrick's Day Bingo, and Wellness Wednesday.

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

- **Informational Reports** –

- **New Employee Report**—Dr. White noted that the New Employee Report includes numerous full-time and part-time employees, which is typical at this time of year. The New Employee Report is on electronic page 9 of today’s packet.
- **New Employee Introductions** – Upon Dr. White’s request, HR Director Sara Phillips introduced two new employees and one employee who received a promotion. Each provided summaries of their background and expressed gratitude for the opportunity to work at HCC.
- **College Updates** – Dr. White highlighted events from the previous month as well as upcoming events. -
  - **Events/Recognitions**
    - HCC hosted the Mid-Atlantic Intercollegiate Woodsman’s Meet, placing third overall in the competition. Seven schools competed in the event.
    - State Auditors Office Audit Report – Dr. White recognized Christie Medford, VP of Business Operations. Christie reported that HCC had just completed our audit with the State Auditor’s Office and received a clean audit with no findings. She commended her department for their hard work throughout the year to achieve a clean audit. The Board expressed appreciation and Congratulations to the Business Office team for this accomplishment.

**Report by Committee on Finance – John Wadsworth, Chairman –**

**FY 2026-2027 Proposed County Budget** - Committee Chairman Wadsworth reported that the Committee on Finance met prior to the Board Meeting and reviewed the FY 2026-2027 Proposed County Budget. He asked Brek Lanning to provide the Board with a summary of the FY 2026-2027 Proposed County Budget. Mr. Lanning reported that the budget breakdown for the fiscal year highlighted a shift in funding for repairs and facilities from the current operating request to Capital Outlay monies. The budget request showed a 6.81% increase over the previous year. The report included the following categories: Annual Operating Budget Expenditure Comparison, Current Operating, Salaries/Fringe Benefits, Utilities, Contracted Services, Insurance, Repairs to Facilities, Service Agreements, Other Costs, and Capital Outlay. Following the discussion, Committee Chairman Wadsworth brought forward a motion from the committee to approve the FY 2026-2027 Proposed County Budget as presented. Coming from the committee does not require a second. All were in favor. The motion duly passed. The FY 2026-2027 Proposed County Budget is scheduled to be presented to the County Commissioners on April 20<sup>th</sup>. Board members are encouraged to attend.

**Report by Chairman of the Board of Trustees – Kaleb Rathbone**

**Nominating Committee Appointment** – Board Chairman Rathbone reported that per HCC Bylaws, Article II. Officers and Their Duties, Section 1(b) - At the April Board Meeting, the Chair of the Board of Trustees shall appoint a Nominating Committee consisting of four members of the Board, composed of the Chair of the Personnel Committee, who shall serve as Chair of the Nominating Committee, and one each of the most tenured non-officer trustee appointed by each authority with appointment authority. He appointed Trustee Larsen, Trustee Wadsworth, Trustee Wingate, and Trustee Olliff, Committee Chairman.

**President’s Evaluation** – Board Chairman Rathbone reported that per HCC Bylaws, Article III. Powers and Duties of the Trustees, Section 4 – Evaluation of the President, The Board of Trustees shall conduct an annual evaluation of the President, which shall be processed by the

Committee on Personnel, reviewed, and approved by the Board of Trustees prior to June 30 of each year. Chairman Rathbone noted that the evaluation instrument is electronic this year, and the link was forwarded to each Trustee prior to today's meeting.

**BOT Self-Evaluation** – Board Chairman Rathbone reported that, per HCC Bylaws, Article III. Powers and Duties of the Trustees, Section 5 – Board Trustees Self-Evaluation, The Board shall conduct a self-evaluation each spring and review the results at its meeting in June. Chairman Rathbone noted that the evaluation instrument is electronic this year, and the link was forwarded to each Trustee prior to today's meeting.

**Announcements** - Chairman Rathbone brought several announcements at the bottom of the agenda to the Board's attention.

**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

Chairman Rathbone entertained a motion to go into Closed Session for reasons stated above. Trustee Larsen made the motion to go into Closed Session for reasons stated above at 3:36 p.m. Trustee Wadsworth seconded the motion. All were in favor. The motion duly passed.

The Board returned to Open Session at 4:27 p.m.

Chairman Rathbone entertained a motion to approve the Closed Session Minutes for May 6, 2025, June 3, 2025, September 2, 2025, and November 4, 2025. Trustee McDowell made the motion to approve May 6, 2025, June 3, 2025, September 2, 2025, and November 4, 2025. Trustee Wadsworth seconded the motion. All were in favor. The motion duly passed.

Chairman Rathbone asked Chris Chandler, Director of Security, to provide an overview of campus safety operations. Mr. Chandler provided detailed information on the current security and SRO daily duties and coverage. He also provided a detailed 10-year analysis of 149 calls for service, which showed that most incidents were routine security-related and involved minimal arrestable offenses. The Board discussed current security and SRO daily duties at length, including SRO coverage needs related to future middle school operations and coordination with county and school leadership. The Board commended Mr. Chandler on his detailed report.

Having no further Business, Chairman Rathbone entertained a motion to adjourn the meeting at 4:45 p.m. Trustee Hollingsed made the motion to adjourn the meeting at 4:45 p.m. Trustee Wingate seconded the motion. All were in favor. The motion duly passed.

Respectfully Submitted

*Tammy R. Goodson*

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

**Documents Included in the Packet**  
March 3, 2026, Agenda

Ethics Statement  
December 2, 2025, Board Minutes  
February 2026 State and County Budget Reports  
New Employee Report  
FY 2026-2027 Proposed County Budget