



**BOARD OF TRUSTEES MEETING**  
Freeland Building Community Room  
November 24, 2020  
7:00 p.m.

**Call to Order:** Chairwoman Pierce called the meeting to order at 7:09 p.m.

**Roll Call:** Roll call was done by Tarsha Bush-Dudley.

**Trustee Attendance:**

<u>Trustee Name</u>	<u>Absent/Present</u>
Jeri Pierce (Chair)	Present
Ronald Gatling (Vice-Chair)	Present
Wendy Ruffin-Barnes	Present
Dr. Claudia Richardson	Present
Ernestine Bazemore	Absent
Albert Vann	Present
Andre Lassiter	Present
Kimberly Turner	Absent
John Trent	Absent
Jean Matthews	Present
James Eure	Present
Mary Harrell-Sessoms	Present

**Staff Present:** Dr. Deborah Lamm (President), Tarsha Bush-Dudley (Board Clerk)

**Others Present:** None

**Invocation:** Given by Trustee Lassiter.

**Conflict of Interest Statement:** Read by Chairwoman Pierce. None were noted.

**Approval of the Agenda:**

- On a motion by Trustee Lassiter and seconded by Trustee Gatling the Board approved the November 24, 2020 agenda.



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**Approval of Minutes:**

- On a motion by Trustee Lassiter and seconded by Trustee Gatling the Board approved the October 27, 2020 Board meeting minutes.
- On a motion by Trustee Vann and seconded by Trustee Ruffin-Barnes the Board approved the November 17, 2020 Buildings and Grounds Committee Meeting minutes.
- On a motion by Trustee Lassiter and seconded by Trustee Ruffin-Barnes the Board approved the November 17, 2020 Personnel Committee meeting minutes.
- On a motion by Trustee Vann and seconded by Trustee Lassiter the Board approved the November 18, 2020 Finance Committee meeting minutes.

**Board Chair's Report:**

- Chairwoman Pierce shared information regarding the Presidential Search process.

**Committee Reports:**

**Finance**

- On a motion by Trustee Lassiter and seconded by trustee Vann the Board approved the Budget Update.
- The approval request to allocate \$10,000 of the Foundation's unrestricted funds to cove the cost of food for FY 2020-21 was tabled until the Foundation members meet to discuss moving the money.

**Personnel**

- On a motion by Trustee Lassiter and seconded by Trustee Vann the Board approved the 2020 Compensation Study/Faculty & Staff Salary Plans by Carolina Human Resources approval request.
- On a motion by Trustee Gatling and seconded by trustee Matthews the Board approved the approval request to close the College from December 23, 2020 - January 4, 2021 . Full-Time employees will be required to take three days of annual leave: December 29, 30, and 31, 2020.



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**Buildings & Grounds**

- On a motion by trustee Vann and seconded by Trustee Gatling the Board approved the Fine Arts/Industrial Skills Building Approval request to Amend the 3-1 Capital Improvement Project.
- The Davis Center Project Budget Estimate will be resubmitted to the Building & Grounds Committee to move forward with this project.

**President's Report**

- On a motion by Trustee Gatling and seconded by Trustee Lassiter the Board approved the request for a contract to offer Emergency Medical services over a seven-month period for the Bertie County School System.
- On a motion by Trustee Lassiter and seconded by Trustee Gatling the Board approved the request for the Continuing Education's Continuity and Integrity Plan,
- Dr. Lamm discussed the information given to the Trustees in the President's report.

**Closed Session**

- There was no closed session for this meeting.

**Announcements**

- Chair Pierce reminded the Trustees that Presidential Interviews will take place on December 2, 2020.

**Adjournment**

- On a motion by Trustee Lassiter and seconded by Trustee Ruffin-Barnes the meeting Adjourned at 8:41p.m.

Jeri Pierce 02/24/2021  
Board Chair Date

Deborah Lamm 2/26/2021  
Interim President Date