



BOARD OF TRUSTEES MEETING
Freeland Building Community Room
March 23, 2021
7 p.m.

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

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

Trustee Attendance:

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

Staff Present: Dr. Deborah Lamm (President), Mr. Dan Figler (Vice-President/CFO), Tarsha Bush-Dudley (Board Clerk)

Others Present: Attorney Charles Francis

Invocation: Given by Trustee Gatling.

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

Oath of Office Ceremony: Hertford County Magistrate Williams officiated the Oath of Office to newly appointed R-CCC Trustee Betty Pugh, and re-appointed R-CCC Trustee Dr. Mary Harrell Ruffin.



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Approval of the Agenda:

- On a motion by Trustee Harrell and seconded by Trustee Ruffin-Barnes the Board approved the March 23, 2021 agenda.

Approval of Minutes:

- On a motion by Trustee Vann and seconded by Trustee Harrell the Board approved the February 23, 2021 meeting minutes.
- On a motion by Trustee Vann and seconded by Trustee Harrell the Board approved the March 17, 2021 Building and Grounds Committee meeting minutes.
- On a motion by Trustee Turner and seconded by Trustee Ruffin-Barnes the Board approved the March 17, 2021 Finance Committee Meeting minutes.

Committee Reports

- Board Chair's Report: Chair Pierce distributed and discussed the contract for Dr. Murray Jean Williams which will begin on May 3, 2021. The contract duration is for three years.

Finance Committee:

- Mr. Figler discussed the financial documents for the month of February.
- On a motion by Trustee Gatling and seconded by Trustee Matthews the Board approved the February Finance Report.
- Mr. Figler explained the Sound Fiscal and Management Procedures Explanation to the Trustees.
- Mr. Figler discussed the FY 2019-20 Financial Aid Audit and Single Audit Report which was distributed in the board packet. There were three findings. Dr. Lamm's corrective action response is also located in the packet.



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Buildings & Grounds Committee:

- Trustee Vann gave an overview of the information that was discussed in the Buildings & Grounds Committee meeting.
- On a motion by Trustee Vann and seconded by Trustee Gatling the Board approved East Carolina Roofing & Coating to re-roof the Davis Center. The cost of the project is \$29,500.

President's Report:

- Dr. Lamm discussed each item under the President's Report that was distributed to the Trustees in their packet. (See handout.)

Closed Session:

- There was no closed session for this meeting.

Announcements:


- Chair Pierce welcomed Trustee Pugh and gave her an opportunity to introduce herself to the group.

Adjournment

- On a motion by Trustee Lassiter and seconded by Trustee Turner the meeting adjourned at 8:27 p.m.



Prepared by Board Clerk



Board Chair