



Board of Trustees Meeting
Freeland Building Community Room
May 25, 2021
7 p.m.

Call to Order: Chair Pierce called the meeting to order at 7:04 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)	Absent
Wendy Ruffin-Barnes	Present
Dr. Claudia Richardson	Absent
Dr. Mary Harrell	Present
Albert Vann	Present
Andre Lassiter	Present
Kimberly Turner	Present
John Trent	Present
Jean Matthews	Present
Betty Pugh	Present
Ernestine Bazemore	Absent

Staff Present: Dr. Murray J. Williams (President), Mr. Dan Figler (Vice-President/CFO), Dr. Jaime Woods (Vice-President of Instruction & Student Services), Wendy Vann (Associate Dean of Continuing Education & Workforce Development/Director of Customized Industry Training), Richard Westwood (Fiscal Coordinator), Tarsha Bush-Dudley (Board Clerk)

Others Present: Attorney Charles Francis

Invocation: Given by Trustee Harrell.

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

Introduction of New Employees: Dr. Williams introduced the newly hired employees to the Trustees. The names and position of the new hires are as follows:

- Dr. Jamie Woods – Vice-President of Instruction & Student Services
- Mr. Richard Westwood – Fiscal Coordinator



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Approval of the Agenda:

- On a motion by Trustee Turner and seconded by Trustee Matthews the Board approved the May 25, 2021 agenda.

Approval of Minutes:

- On a motion by Trustee Vann and seconded by Trustee Harrell the Board approved the April 27, 2021 meeting minutes.
- On a motion by Trustee Turner and seconded by Trustee Harrell the Board approved the May 18, 2021 Executive Committee Meeting minutes.
- On a motion by Trustee Matthews and seconded by Trustee Harrell the Board approved the April 15, 2021 Special Called Board Meeting minutes.

Committee Reports

Board Chair's Report:

- Chair Pierce discussed the Executive Committee Meeting that took place at Nash Community College on April 30th. In attendance were Dr. Breeden Blackwell, Mr. William Holder, who serve on the North Carolina Community College System Board. Also, in attendance was the newly hired NCCCS President, Mr. Thomas Stith, III. The meeting allowed the Executive Committee an opportunity to introduce Dr. Williams to the state board members and the President, and to ask for their continued pledge to support R-CCC.
- Chair Pierce stated that committee meetings will be held on the second Thursday of each month. Dr. Williams will choose the committees that will meet each month.
- Chair Pierce shared tentative dates for a Board retreat to discuss goals and initiatives for the upcoming year. July 16-17, and July 23-24 are the dates that are pending. She stated Mrs. Dudley will send out an email to get an accurate account of the dates that best fit the schedule of the Trustees.
- Chair Pierce stated she has received only seven of the Board Evaluation forms. They need to be submitted to her as quickly as possible.
- Chair Pierce acknowledged the birthdays of Dr. Williams, and Mrs. Dudley.



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Finance Committee:

- Mr. Figler discussed the financial documents for the month of April 2021.
- On a motion by Trustee Turner and seconded by Trustee Trent the Board approved the April 30, 2021 Finance Report.

President's Report:

- Dr. Williams asked the Trustees to refer to the Presidential Report located in their packets to confirm the activities that are taking place in each department.

She stated she has been out and about within the community meeting with the citizens. She has also met with the employees at the college to allow them an opportunity to get to know her. She has asked each employee to do a SWOT analysis of their area which will be used in a new strategic plan.

Dr. Williams stated there are three things that are imperative to the College that she is currently working on:

1. **Compliance Report:** Dr. Williams stated the compliance report is due March 1, 2022. Drafts are being reviewed and will be sent back to the writers by July 15, 2021 in order to have them completed before the employees leave for the Christmas holiday. Upon return from the Christmas break, the report will be reviewed, prepared, and then mailed before the official due date.
2. **Strategic Plan:** Dr. Williams stated the College has six months to get a new strategic plan developed. She stated she is currently in the process of getting this done.
3. **Looking at the College:** Dr. Williams stated it is imperative to the success of the College that the right people are in place working collaboratively as a team.

Dr. Williams stated that the Dean of Student Services and the Payroll Benefits Specialist have both submitted letters of resignation.



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Announcements:

- Chair Pierce stated the R-CCC 2021 Commencement Ceremony and the Nurse's Pinning Ceremony were a success.

Closed Session:

- There was no closed session for this meeting.

Adjournment

- On a motion by Trustee Lassiter and seconded by Trustee Trent the meeting adjourned at 7:29 p.m.



Prepared by Board Clerk



Board Chair